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On Thursday, November 16, 2023, at or before 4:59 p.m., agenda was posted at the front doors of City Hall, on the bulletin board in the lobby of City Hall, and on the City of Bethany website: [cityofbethany.org](http://cityofbethany.org). The City of Bethany encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

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# AGENDA

## BETHANY CITY COUNCIL

**TUESDAY, NOVEMBER 21, 2023**  
**6:30 P.M.**

**BETHANY CITY HALL**  
**6700 NW 36<sup>TH</sup> ST**  
**BETHANY, OKLAHOMA**



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With the exception of new business, official action can only occur on items which appear on the agenda. The Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, Council may refer the matter to the City Manager or the Municipal Counselor. The Council may also refer items to standing committees of the Council or to a board or commission for additional study. Under certain circumstances, items may be deferred to a specific later date or stricken from the agenda entirely.

1. Call to Order
2. Invocation and Flag Salute
3. Consent Docket:
  - A. Approval of Minutes from the November 7, 2023, Regular Meeting.
  - B. Approval of Minutes from the November 7, 2023, Special Called Meeting.
  - C. Approval of Claims: These claims have been found to be in order by staff and proper as to form and procedure and are recommended for payment. A copy of the Claims List is included in the agenda packet.
  - D. Approval to declare certain item(s) as surplus and authorize staff to conduct an online public auction to sell the listed item(s).
  - E. Approval of Budget Amendment 24-9.
  - F. Approval of Budget Amendment 24-10.
4. Mayoral proclamation recognizing Small Business Saturday.

5. 211 Presentation by Heartline Oklahoma.
6. Public Comment - Any person wishing to address the Council during Public Comment shall give their name, address, and city of residence to the City Clerk for the records PRIOR to the start of the meeting. *(Per Chapter 30 of the Bethany Code of Ordinances, there is a five-minute limit, and no action or discussion shall take place. All remarks shall be addressed to the Council as a body, and not to any member thereof.)*
7. Consideration and possible action regarding Frank McLendon's request to reduce the minimum rear yard build lines for Bethany Village, located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave.
8. Consideration and possible adoption of Resolution No. 1684, a resolution authorizing Oklahoma Municipal Assurance Group (OMAG) to distribute escrow account funds. *(Elizabeth Gray, City Manager)*
9. Consideration and possible approval to accept Contract Amendment No. 2 for Lippert Brothers Construction for Phase 2A in the amount of \$142,015.00 for the General Obligation Bond Proposition 3A-Bethany Fire Station Addition Project and authorize the mayor to sign the contract document on behalf of the City of Bethany. *(Elizabeth Gray, City Manager)*
10. Discussion and possible action to amend Section 153.19 Prohibited Signs, subpart (B) which prohibits wind signs defined as a sign consisting of one or more banners, flags, pennants, ribbons, spinners, streamers or captive balloons, or other objects or material fastened in such a manner as to move upon being subjected to pressure by wind or breeze. *(Marilyn McPhail, Council Member)*
11. **PROPOSED EXECUTIVE SESSION** to discuss the performance evaluation and contract of City Manager, Elizabeth Gray, pursuant to the clause in Section 5 of the Employment Agreement approved on September 15, 2020, and Title 25 O.S. Section 307.B (1) of the Oklahoma Open Meeting Act. *(Elizabeth Gray, City Manager)*
  - A. Enter Executive Session
  - B. Exit Executive Session
12. Consideration and possible action following executive session regarding City manager contract with City Manager Elizabeth Gray pursuant to the Employment Agreement approved on September 15, 2020. *(Elizabeth Gray, City Manager)*
13. New Business *(As defined by the Oklahoma Open Meeting Act § 311 (A) (9) as "matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda").*

14. City Attorney's Report.
15. City Manager's Report.
  - A. Financial Report.
16. Mayor and Council Members Comments and Suggestions.
17. Adjourn until December 5, 2023.

## **BETHANY PUBLIC WORKS AUTHORITY**

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2. New Business *(As defined by the Oklahoma Open Meeting Act § 311 (A) (9) as "matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda")*.
3. Adjourn until December 5, 2023.

## **BETHANY HOSPITAL TRUST**

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  - 3. Adjourn until December 5, 2023.

## **BETHANY DEVELOPMENT AUTHORITY**

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Public Participation Note: The City Council and Staff of the City of Bethany strongly encourages the input and involvement of the citizens to help ensure that the City government provides the highest level of services to meet the public needs and desires. If you have any concerns or comments about an agenda item, or any other issue, please contact the Mayor, your Ward Council Members or City Hall Staff. You may also contact the City Manager's office if you would like to have an item placed on a future agenda to address the Council as a whole. (Guidelines are available in the Council Chambers and in City Hall Lobby.)

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## **BETHANY CITY COUNCIL MEETING**

### **BETHANY CITY HALL**

**TUESDAY, NOVEMBER 7, 2023**

**6:30 P.M.**

<b>MEMBERS PRESENT:</b>	Nikki Lloyd	Mayor
	Jeff Knapp	Vice- Mayor
	Brian Magirowsky	Council Member
	Chris Powell	Council Member
	Marilyn McPhail	Council Member
	Kathy Larsen	Council Member
	Ken Smart	Council Member
	Peter Plank	Council Member
	Steve Palmer	Council Member

**MEMBERS ABSENT:** None

<b>OTHERS PRESENT:</b>	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	Frank Crawford	Crawford & Associates
	Steve Manek	Teim Design, Engineer
	(See Roster)	

**ITEM NO. 1** on the agenda Mayor **CALL TO ORDER.**

Mayor Lloyd called the Bethany City Council meeting to order at 6:30 P.M.

**ITEM NO. 2** on the agenda was **INVOCATION AND FLAG SALUTE.**

The Invocation was given by Council Member Plank.

The Flag Salute was conducted by Council Member Powell.

**ITEM NO. 3** on the agenda was **CONSENT DOCKET:**

- A. APPROVAL OF MINUTES FROM OCTOBER 17, 2023, REGULAR MEETING.**
- B. APPROVAL OF CLAIMS: THESE CLAIMS HAVE BEEN FOUND TO BE IN ORDER BY STAFF AND PROPER AS TO FORM AND PROCEDURE AND ARE RECOMMENDED FOR PAYMENT. A COPY OF THE CLAIMS.**

Motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve the consent docket. Yes votes: Plank, Lloyd, Palmer, Larsen, McPhail, Magirowsky, Smart, Powell, Knapp. No votes: None. Motion approved.

**ITEM NO. 4 on the agenda was MAYORAL PROCLAMATION: NATIONAL AMERICAN INDIAN HERITAGE MONTH.**

Mayor Lloyd declared November as National American Indian Heritage Month.

**ITEM NO. 5 on the agenda was PUBLIC COMMENT - ANY PERSON WISHING TO ADDRESS THE COUNCIL DURING PUBLIC COMMENT SHALL GIVE THEIR NAME, ADDRESS, AND CITY OF RESIDENCE TO THE CITY CLERK FOR THE RECORDS PRIOR TO THE START OF THE MEETING. (PER CHAPTER 30 OF THE BETHANY CODE OF ORDINANCES, THERE IS A FIVE-MINUTE LIMIT, AND NO ACTION OR DISCUSSION SHALL TAKE PLACE. ALL REMARKS SHALL BE ADDRESSED TO THE COUNCIL AS A BODY, AND NOT TO ANY MEMBER THEREOF.)**

None.

**ITEM NO. 6 on the agenda was PRESENTATION OF PERFORMETER FOR FY 2022 BY FRANK CRAWFORD WITH CRAWFORD & ASSOCIATES. (ELIZABETH GRAY, CITY MANAGER)**

Frank Crawford presented the Performeter scores to the council. The City of Bethany received the highest score that the city has ever received with an overall high score of 8.7. The full report is included in the agenda packet.

**ITEM NO. 7 on the agenda was CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 1683, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BETHANY, OKLAHOMA, CALLING AND AUTHORIZING THE COUNTY ELECTION BOARD OF OKLAHOMA COUNTY TO HOLD A SPECIAL ELECTION ON JANUARY 9, 2024 IN THE CITY OF BETHANY, OKLAHOMA FOR THE PURPOSE OF SUBMITTING PROPOSED AMENDMENTS TO THE CHARTER OF THE CITY OF BETHANY, OKLAHOMA, AND PROVIDING FOR THE CONDUCT OF THE ELECTION BY THE OKLAHOMA COUNTY ELECTION BOARD AND PROVIDING FOR NOTICE OF ELECTION. (RAY JONES, CITY ATTORNEY)**

Council Member Steve Palmer reminded the council that Nov. 9<sup>th</sup> is the deadline for the January 2024 election. If we have it when there are other elections, then the price goes down for the election. He feels the 2 items need to go to election on the February 2024 ballot when the Bethany School Board is having election.

Motion was made by Council Member Palmer to amend Agenda Item No. 7 to hold a special election on the two items regarding the vote on the charter to the next available election ballot which would be February 2024.

Powell suggested that we table this it to November 5, 2024, agenda so that we can put it on the next municipal election ballot at the same time that the residents are voting for their city council races. That election would be in February of 2025.

Attorney Jones informed the council that this must be set for a general or special election. He doesn't know if the Board of Educations' docket would work. Attorney Jones stated the next general election is April 2<sup>nd</sup> and November 5<sup>th</sup>.

Motion was made by Council Member Palmer, seconded by Council Member McPhail to amend his motion to move the two charter items to April 2, 2024. Yes votes: Smart, McPhail, Palmer. No votes: Magirowsky, Lloyd, Plank, Larsen, Knapp, Powell. Motion failed.

A motion was made by Council Member Powell, seconded by Council Member Magirowsky to table this item to the November 5, 2024, meeting to discuss putting it on the municipal election ballot in 2025. Yes votes: Knapp, Larsen, Lloyd, Magirowsky, Plank, Smart, Powell. No votes: McPhail, Palmer. Motion approved.

**ITEM NO. 8 on the agenda was DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION TO RECONVENE THE CHARTER REVIEW COMMITTEE. (CHRIS POWELL, COUNCIL MEMBER)**

Council Member Powell said that a new committee would go back over the Charter and make suggestions on changes. The public would have an opportunity for input, and he would also like to have the recall provision considered again.

Council Member Palmer reminds the council that the recall provision was rejected by the council. The Charter was reviewed and all the suggestions for change were brought to the council for a vote with only 2 being approved to go to an election of the people. He also stated there is a provision that does not allow something that has been rejected to be voted on again for 6 months.

Attorney Jones reminded the council that the council members from each ward will select candidates to be approved by the council with there being one at large appointed by the mayor. It can also be one from the previous committee that is selected for a candidate. The committee will meet for a period of one year.

Council Member Magirowsky asked if one of the past committee members is now serving on a board for Bethany, does that disqualify them from being eligible to serve on this board?

Attorney Jones stated potentially it could; however, there are exceptions, and he did not know the answer to that question at this time.

A motion was made by Council Member Powell, seconded by Council Member Plank to reconvene the Charter Review Committee. Yes votes: Larsen, Lloyd, Magirowsky, Plank, Powell, Smart. No votes: Knapp, McPhail, Palmer. Motion approved.

**ITEM NO. 9** on the agenda as **CONSIDERATION AND POSSIBLE APPROVAL OF CONTRACT WITH LIPPERT BROS., INC. FOR THE FIRE STATION ADDITION (GENERAL OBLIGATION BOND PROPOSITION 3-A) AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT ON BEHALF OF THE CITY OF BETHANY. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Palmer, seconded by Council Member McPhail to approve the contract with Lippert Bros., Inc. for the Fire Station Addition (General Obligation Bond Proposition 3-A) and authorize the mayor to sign the document on behalf of the City of Bethany. Yes votes: Knapp, Larsen, McPhail, Lloyd, Magirowsky, Plank, Powell, Smart, Palmer. No votes: None. Motion approved.

**ITEM NO. 10** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF CONTRACT WITH HERITAGE COMMERCIAL SERVICES, LLC FOR THE POLICE HEADQUARTERS ROOF IMPROVEMENTS (GENERAL OBLIGATION BOND PROPOSITION 3-B) AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT ON BEHALF OF THE CITY OF BETHANY. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Palmer, seconded by Council Member Larsen to approve the contract with Heritage Commercial Services, LLC for the Police Headquarters Roof Improvements (General Obligation Bond Proposition 3-B) and authorize the mayor to sign the document on behalf of the City of Bethany. Yes votes: Smart, Larsen, McPhail, Lloyd, Palmer, Plank, Powell, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 11** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL TO ACCEPT THE CDBG WATERLINE REPLACEMENT PROJECT ON HOLLOWAY AVENUE FROM NW 36TH STREET TO NW 32ND STREET AS COMPLETE. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Smart to approve accepting the CDBG Waterline Replacement Project on Holloway Avenue from NW 36th Street to NW 32nd Street as complete. Yes votes: Powell, Larsen,



McPhail, Lloyd, Palmer, Plank, Smart, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 12** on the agenda was **DISCUSSION AND POSSIBLE ACTION TO APPROVE SOUTHWEST WATER WORKS LLC INVOICE NO. 2 (FINAL) IN THE AMOUNT OF \$113567.24 FOR 18607 CDBG 22 WATERLINE REPLACEMENT PROJECT. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve Southwest Water Works LLC Invoice No. 2 (Final) in the amount of \$113567.24 for 18607 CDBG 22 Waterline Replacement Project. Yes votes: Magirowsky, Knapp, Palmer, Lloyd, Larsen, Smart, Plank, McPhail, Powell. No votes: None. Motion approved.

**ITEM NO. 13** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF AMERICAN RESCUE PLAN ACT WATER METER AUTOMATION IMPROVEMENTS AND AMENDMENT NO. 2 AND CHANGE ORDER NO. 1 TO THE CONTRACT WITH SOUTHWEST WATER WORKS, LLC. (ELIZABETH GRAY, CITY MANAGER)**

TEIM Engineer Steve Manek informed the council that this was a deduction due to some of the service lines having been recently replaced and did not need replacing. This deduction will allow for more meters to be purchased.

A motion was made by Council Member Magirowsky, seconded by Council Member Palmer approve the American Rescue Plan Act Water Meter Automation Improvements and Amendment No. 2 and Change Order No. 1 to the Contract with Southwest Water Works, LLC. Yes votes: Larsen, Smart, Palmer, Knapp, Lloyd, Magirowsky, Plank, Powell, McPhail. No votes: None. Motion approved.

**ITEM NO. 14** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF AMENDMENT NO. 1 OF THE ENGINEERING CONTRACT BETWEEN THE CITY OF BETHANY AND TEIM DESIGN FOR CONSTRUCTION INSPECTION SERVICES FOR THE AMERICAN RESCUE PLAN ACT GRANT FOR WATER METER AUTOMATION IMPROVEMENTS. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Smart to approve Amendment No. 1 of the Engineering Contract between the City of Bethany and TEIM Design for Construction Inspection Services for the American Rescue Plan Act Grant for Water Meter Automation Improvements. Yes votes: Plank, Lloyd, Powell, McPhail, Magirowsky, Palmer, Smart, Knapp, Larsen. No votes: None. Motion approved.

**ITEM NO. 15** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL TO PURCHASE POLICE SYMPHONY RADIO CONSOLES FROM L3 HARRIS IN THE AMOUNT OF \$91,966.00. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve the purchase of Police Symphony Radio Consoles from L3 Harris in the amount of \$91,966.00. Yes votes: Magirowsky, Smart, McPhail, Lloyd, Palmer, Plank, Larsen, Knapp, Powell. No votes: None. Motion approved.

**ITEM NO. 16 on the agenda was CONSIDERATION AND POSSIBLE APPROVAL OF AN INTERLOCAL AGREEMENT WITH OKLAHOMA COUNTY CREATING A MULTI-JURISDICTIONAL TACTICAL UNIT AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT ON BEHALF OF THE CITY OF BETHANY. (ELIZABETH GRAY, CITY MANAGER)**

Motion was made by Council Member Larsen, seconded by Council Member Magirowsky to approve an Interlocal Agreement with Oklahoma County creating a multi-jurisdictional tactical unit and authorize the Mayor to sign the document on behalf of the City of Bethany. Yes votes: Knapp, Larsen, McPhail, Lloyd, Magirowsky, Plank, Smart, Powell, Palmer. No votes: None. Motion approved.

**ITEM NO. 17 on the agenda was CONSIDERATION AND POSSIBLE APPROVAL OF NOTICE TO CITY CLERK REGARDING 2024 SCHEDULE OF REGULAR MEETINGS OF THE CITY COUNCIL, BETHANY PUBLIC WORKS AUTHORITY, BETHANY HOSPITAL TRUST, BETHANY DEVELOPMENT AUTHORITY, PLANNING & ZONING COMMISSION, BOARD OF ADJUSTMENT, AND BETHANY ECONOMIC DEVELOPMENT AUTHORITY. (ELIZABETH GRAY, CITY MANAGER)**

Motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve notice to the City Clerk regarding 2024 schedule of regular meetings of the City Council, Bethany Public Works Authority, Bethany Hospital Trust, Bethany Development Authority, Planning and Zoning Commission, Board of Adjustment, and Bethany Economic Development Authority. Yes votes: McPhail, Larsen, Smart, Lloyd, Powell, Plank, Palmer, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 18 on the agenda was DISCUSSION AND POSSIBLE ACTION TO DIRECT THE CITY ATTORNEY TO AMEND THE CODE OF ORDINANCES TO REQUIRE THE ISSUANCE OF BUSINESS LICENSES FOR ALL NEW BUSINESSES IN THE CITY OF BETHANY. (RAY JONES, CITY ATTORNEY)**

Attorney Jones informed the council this would be a small adjustment with a nominal fee. This will mainly be a means to provide staff with the tools to know when businesses are changing hands.

Motion was made by Council Member Palmer, seconded by Council Member Plank to approve directing the city attorney to amend the Code of Ordinances to require the issuance of a business license for all new businesses in the City of Bethany. Yes votes:

Powell, Smart, Knapp, Plank, Larsen, Lloyd, Magirowsky, Palmer, McPhail. No votes: None. Motion approved.

**ITEM NO. 19** on the agenda was **DISCUSSION AND POSSIBLE ACTION TO DIRECT THE CITY ATTORNEY TO RESEARCH WHETHER THE ORDINANCE NO. 2046, AN ORDINANCE AMENDING THE ZONING ORDINANCES, MAP, AND COMPREHENSIVE PLAN OF THE CITY OF BETHANY, OKLAHOMA, BY INCLUDING IN R-2, TWOFAMILY RESIDENTIAL DISTRICT, THE PROPERTY LOCATED AT 3900 AND 2904 N. REDMOND AVENUE IN BETHANY, OKLAHOMA MAY BE REPEALED. (MARILYN MCPHAIL, COUNCIL MEMBER)**

Council Member McPhail placed this on the agenda due to Stacey Gholson requesting this property to be rezoned back to R1. The property was rezoned for a specific purpose and that was not carried out. The property is now up for sale.

Motion was made by Council Member Palmer, seconded by Council Member Smart to research whether Ordinance No 2046 may be repealed and report a response based upon the agenda item. Yes votes: Plank, Palmer, McPhail, Lloyd, Magirowsky, Smart, Powell, Knapp. No votes: None. Abstain: Larsen. Motion approved.

**ITEM NO. 20** on the agenda was **DISCUSSION CONCERNING THE ALLEGATIONS OF MALFEASANCE IN THE CHARTER REVIEW COMMITTEE RAISED DURING COUNCIL MEMBERS' COMMENTS DURING THE MEETING OF OCTOBER 17, 2023. (MARILYN MCPHAIL, COUNCIL MEMBER)**

Motion was by Council Member Palmer, seconded by Council Member McPhail to suspend Section 30.23 B 3 regarding discussion of this item. Yes votes: Smart, Palmer, McPhail. No votes: Powell, Knapp, Plank, Larsen, Lloyd, Magirowsky. Motion failed.

Council Member Magirowsky stated that he misused a word and apologized for this misuse.

Council Member McPhail reminded council members that the word malfeasance was used.

Council Member Palmer stated that malfeasance is a legal term and said if Council Member Magirowsky doesn't understand his responsibilities maybe he should resign.

**ITEM NO. 21** on the agenda was **NEW BUSINESS (AS DEFINED BY THE OKLAHOMA OPEN MEETING ACT § 311 (A) (9) AS "MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE REASONABLY BEEN FORESEEN PRIOR TO THE TIME OF POSTING THE AGENDA")**.

None

**ITEM NO. 22** on the agenda was the **CITY ATTORNEY'S REPORT.**

Attorney Ray Jones updated the council on his work for the last month.

**ITEM NO. 23** on the agenda was the **CITY MANAGER'S REPORT.**

City Manager Gray reported the following:

City offices will be closed November 10<sup>th</sup> for Veterans Day with makeup trash day being Wednesday November 8<sup>th</sup>.

City Offices will be closed for Thanksgiving, November 23<sup>rd</sup> and 24<sup>th</sup>. Trash makeup day for November 23<sup>rd</sup> will be November 22<sup>nd</sup> and November 24<sup>th</sup> makeup day will be the following Wednesday, 29<sup>th</sup>.

November 11th is free landfill day from 7:00 a.m. until noon at 7600 SW 15th Street, OKC.

April 8<sup>th</sup> will be the next Big Trash and will begin on the North side of town.

Water rates will increase on January 1<sup>st</sup>. For more information see the city website, social media, or the November newsletter.

**ITEM NO. 24** on the agenda was **COUNCIL MEMBERS' ANNOUNCEMENTS, COMMENTS, AND PROPOSALS.**

Each Council Member was given the opportunity to comment.

**ITEM NO. 25** on the agenda was **ADJOURN UNTIL NOVEMBER 21, 2023.**

Mayor Lloyd adjourned the Bethany City Council meeting at 8:17 P.M.

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MAYOR

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CITY CLERK

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**BETHANY CITY COUNCIL  
BETHANY PUBLIC WORKS AUTHORITY  
BETHANY HOSPITAL TRUST  
BETHANY DEVELOPMENT AUTHORITY**

**SPECIAL CALLED MEETING**

**BETHANY POLICE DEPARTMENT  
6714 NW 36<sup>TH</sup> STREET  
BETHANY, OKLAHOMA**

**TUESDAY, NOVEMBER 7, 2023**

**6:00 P.M.**

<b>MEMBERS PRESENT:</b>	Nikki Lloyd Jeff Knapp Kathy Larsen Peter Plank Brian Magirowsky	Mayor/Chair Vice-Mayor/Vice-Chair Council Member/Trustee Council Member/Trustee Council Member/Trustee
<b>MEMBERS ABSENT:</b>	Chris Powell Steve Palmer Ken Smart Marilyn McPhail	Council Member/Trustee Council Member/Trustee Council Member/Trustee Council Member/Trustee
<b>OTHERS PRESENT:</b>	Elizabeth Gray J. D. Reid Chad Meek Brendan Summerville Steve Manek Boe Holland Judy Holland Kenny Beard	City Manager Chief of Police Deputy Police Chief Community Development Assoc. TEIM Design Holland Construction Holland Construction Project Manager

**THE MEMBERS OF THE CITY OF BETHANY CITY COUNCIL, ADMINISTRATIVE STAFF AND GUESTS WILL GATHER FOR THE PURPOSE OF A GROUNDBREAKING CEREMONY AT THE BETHANY POLICE DEPARTMENT TO MARK THE BEGINNING OF THE GENERAL OBLIGATION BOND PROPOSITION 3-B POLICE HEAD-QUARTERS ADDITION AND ROOF PROJECT.**

**THIS MEETING IS FOR INFORMATIONAL PURPOSES ONLY, WITH NO BUSINESS TO BE ACTED UPON BY COUNCIL.**

No action taken.

\_\_\_\_\_  
MAYOR / CHAIR

\_\_\_\_\_  
CITY CLERK

## BETHANY CITY COUNCIL

From: Michael Vaughn, Finance Director  
Date: November 16, 2023  
Subject: Claims List for the 11/21/2023 City Council Meeting

### GENERAL OPERATIONS FUND

FUND	AMOUNT
General Operation Fund	\$165,194.86
Public Safety Fund	\$170.00
Capital Improvement Fund	\$147,260.85
Federal Grant Fund	\$11,833.00
Debt Service	\$62,487.50
2022A GO Bond	\$57,385.67
<b>TOTAL</b>	<b>\$444,331.88</b>

### ENTERPRISE-WIDE SUMMARY OF ALL CLAIMS:

FUND	AMOUNT
General Operations Fund	\$444,331.88
Bethany Public Works Authority	\$334,610.56
Bethany Hospital Trust	\$0.00
Bethany Development Authority	\$0.00
<b>TOTAL</b>	<b>\$778,942.44</b>

### RECOMMENDATION

1. Approve the claims as presented.



FUND: 010- GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01.0		MANAGEMENT				
24-48126	10-004660	MOTHER NATURE'S INC.	PEST INSIDE/OUTSIDE	11/2023	1416736	120.00
24-48170	10-005084	JAN-PRO CLEANING SYSTEMS	CH CLEANING SVC.	11/2023	INV20415	813.00
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	1,457.87
24-48301	10-005373	CARD SERVICES/P1	74 AZUARE MICROSOFT LIC.	11/2023	OCT. E0300PPAXE	444.00
24-48990	10-005373	CARD SERVICES/P1	JOB OPENINGS AD	11/2023	85239407	587.71
24-48991	10-005373	CARD SERVICES/P1	MICROSOFT BUSINESS LICENS	11/2023	E0300POROG	512.50
24-49142	10-005373	CARD SERVICES/P1	USB CABLE/ENVELOPES	11/2023	8035418	32.97
24-49226	10-005373	CARD SERVICES/P1	INDEED JOB OPENINGS	11/2023	SEPT 2023	420.65
24-48971	10-005703	FLOOR-TECH JANITORIAL	TRASHBAGS,PTOWELS,TPAPER	11/2023	5012	338.50
24-48194	10-005851	LYTLE, SOULE' & FELTY, P.C.	ATTORNEY MNTLY CONTRACT	11/2023	206248	5,000.00
24-48195	10-005851	LYTLE, SOULE' & FELTY, P.C.	ATTORNEY OUTSIDE CONTRACT	11/2023	206251	4,510.50
24-49174	10-0668	HAYES ELECTRIC	REPAIR TWO OUTSIDE OUTLIT	11/2023	98152	160.58
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	124.09
24-48079	10-2274	OZARKA WATER COMPANY	MO RENTAL/WATER	11/2023	0983300	17.99
24-48400	10-2448	MARGARET MCMORROW-LOVE	LEGAL SVC	11/2023	20231101	112.00
24-48167	10-3196	IMAGENET CONSULTING, LLC	MONTHLY SVC IT	11/2023	INV736775	7,482.50
24-48078	10-4310	AMERIFLEX	FSA ADMIN FEE	11/2023	INV667794	190.80
DEPARTMENT TOTAL:						22,325.66
DEPARTMENT: 02.0		FINANCE				
24-49209	10-005075	ARBITRAGE COMPLIANCE SPECIA	2023 BOND 10TH YEAR	11/2023	1033663	1,850.00
24-49155	10-005373	CARD SERVICES/P1	BANKER BOX, TONER, CORD	11/2023	20231102	21.78
DEPARTMENT TOTAL:						1,871.78
DEPARTMENT: 03.0		COURT				
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	445.67
24-48783	10-006063	SEAL TIGHT DOOR & WINDOWS	LCOURT WINDOW REPLACED	11/2023	16461	561.00
24-49103	10-006144	ROBERT BLACK, PLLC	CITY PROSECUTOR	11/2023	001	1,650.00
24-48042	10-2274	OZARKA WATER COMPANY	WATER	11/2023	0984712	17.99
24-48041	10-3342	JANI-KING OF OKLAHOMA, INC.	JANITORIAL SERVICE	11/2023	OKC11230133	640.66
DEPARTMENT TOTAL:						3,315.32



FUND: 010- GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 05.0		POLICE				
24-49121	10-004536	APPLIED CONCEPTS, INC.	GPS Antenna's	11/2023	428490	450.00
24-48066	10-004660	MOTHER NATURE'S INC.	Spraying for Bugs Monthly	11/2023	1416735	60.00
24-48134	10-004789	TRADS, INC	Monthly Usage	11/2023	OCT. 2023	107.00
24-49208	10-004795	COMPUTER PROJECTS OF ILLINO	Annual OpenFox Renewal	11/2023	23-11-31ME	198.00
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	1,367.89
24-49181	10-005373	CARD SERVICES/Pl	Janitorial Supplies	11/2023	20231107	275.52
24-48096	10-005634	INNOVATIVE SECURITY OF OKLA	Monthly Monitoring Fee	11/2023	659871	19.95
24-48176	10-005934	JACKSON MECHANICAL SERVICE	Incenerator at Shelter	11/2023	110447	376.00
24-48254	10-005934	JACKSON MECHANICAL SERVICE	Incinerator Repair	11/2023	111208	931.00
24-49051	10-005934	JACKSON MECHANICAL SERVICE	Incinerator at Shelter	11/2023	112911	567.00
24-48064	10-006044	HOUSE OF MODS LLC	Fleet Maint	11/2023	5000	5,253.81
24-49013	10-006107	TROY INDUSTRIES, INCL	Weapon Sights	11/2023	124291	716.80
24-49177	10-1	Christopher Gee	Gee Watch Replacement	11/2023	24-49177	150.00
24-48282	10-1063	OG&E	MNTHLY SVC	11/2023	20231107	20.82
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	6,949.19
24-48641	10-1282	BOB RODGERS GARAGE	Towing ACO Truck	11/2023	23-06350	111.00
24-49218	10-2273	PRECISION DELTA	.223 Ammo	11/2023	28766	1,649.86
24-49271	10-2273	PRECISION DELTA	2023 DEPT AMMUNITION	11/2023	28767	824.93
24-48405	10-2274	OZARKA WATER COMPANY	Yearly Water for Shelter	11/2023	0983326	9.99
24-48406	10-2274	OZARKA WATER COMPANY	Yealry Water for Range	11/2023	0982803	13.99
24-48135	10-2442	SUMNERONE, INC.	3 Copier Lease	11/2023	3682845	408.14
24-48137	10-2442	SUMNERONE, INC.	Kyocera Usage	11/2023	3755422	560.77
24-49145	10-2648	MUNGER PAINTS	Paint for AC	11/2023	202195	569.98
24-48412	10-2703	OKLAHOMA BODY WORKS INC	Driver Seat 20-004	11/2023	24703	103.00
24-48820	10-2703	OKLAHOMA BODY WORKS INC	Unit 16-011 and 16-012	11/2023	207360	125.00
24-48884	10-2703	OKLAHOMA BODY WORKS INC	AC Veh Repairs	11/2023	20230713	361.72
24-48060	10-3084	UTILITY DATA SERVICES, INC.	Monthly Minimum Fee	11/2023	104760	12.50
24-48059	10-3342	JANI-KING OF OKLAHOMA, INC.	PD Cleaning	11/2023	okc11230112	1,774.66
24-48806	10-3415	SPECIAL-OPS UNIFORMS, INC.	Chavez Uniforms	11/2023	344966	199.99
24-48807	10-3415	SPECIAL-OPS UNIFORMS, INC.	Blackwell Uniforms	11/2023	344965	160.00
24-48808	10-3415	SPECIAL-OPS UNIFORMS, INC.	Yeager Uniform	11/2023	344964	320.00
DEPARTMENT TOTAL:						24,648.51

FUND: 010- GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 06.0		FIRE				
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	699.22
24-49064	10-005739	INKLING DESIGNS LLC	UNIFORM ITEMS	11/2023	20735	993.00
24-48519	10-006054	STRYKER SALES, LLC	5% GRANT CARDIAC MONITOR	11/2023	11676301	3,000.00
24-48520	10-006054	STRYKER SALES, LLC	GRANT 15 CARDIAC MONITORS	11/2023	11676301	56,945.91
24-49231	10-0225	GENUINE PARTS	REPLACEMENT BATTERY	11/2023	046953	190.97
24-49067	10-0336	CASCO INDUSTRIES	SCBA MASK FOR NEW HIRE	11/2023	256426	398.00
24-49190	10-0883	LOCKE SUPPLY CO.	FAUCET	11/2023	51003501-00	134.90
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	1,268.04
24-49270	10-4090	AT&T MOBILITY	MOBILE DATA	11/2023	SEPT- NOV 2023	258.24
24-48903	10-4279	C.O.P.S. PRODUCTS LLC	UNIFORM SHORTS	11/2023	202307000	75.98
DEPARTMENT TOTAL:						63,964.26
DEPARTMENT: 07.0		COMMUNITY DEV				
24-49196	10-004417	MCLAIN-CHITWOOD OFFICE	PRINTER CARTRIDGES	11/2023	232778	112.40
24-49165	10-005843	DPM GROUP LLC	NOV FORMS	11/2023	220612	425.45
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	620.46
24-49269	10-3348	COUNTY CLERK OKLA COUNTY	LIEN RELEASE	11/2023	20231115	18.00
DEPARTMENT TOTAL:						1,176.31
DEPARTMENT: 08.1		PUBLIC WORKS - ADMIN				
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	454.52
24-48769	10-005373	CARD SERVICES/PI	SUPPLIES FOR ASST DEPTMEN	11/2023	0231430	14.95
24-49175	10-005373	CARD SERVICES/PI	HEAVY EXTENSION CORDS	11/2023	9527412	53.98
DEPARTMENT TOTAL:						523.45
DEPARTMENT: 08.2		PUBLIC WORKS - STREETS				
24-48191	10-004688	TLS GROUP, INC.	MAINTENANCE AGREEMENT	11/2023	1123-1807	480.00
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	452.95
24-49089	10-005350	FORCE PERSONNEL	TEMP HELP	11/2023	76237	1,841.44
24-49144	10-005373	CARD SERVICES/PI	100 TRAFFIC LIGHT BULBS	11/2023	5871416	399.00
24-49149	10-005373	CARD SERVICES/PI	4 RUBBER/STEEL WORK BOOTS	11/2023	3571405	371.96
24-49217	10-005645	1.800.RADIATOR & A/C OF OK	RADIATOR FOR UNIT #62	11/2023	3977769	192.00
24-49143	10-0482	DOLESE BROS. CO.	PORTLAND CEMENT	11/2023	MA23014518	439.25
24-49179	10-0482	DOLESE BROS. CO.	23 TONS OF FILL SAND	11/2023	AG23133505	420.76
24-49168	10-0694	HASKELL LEMON CONST CO	1.5 TONS ASPHALT	11/2023	5985	122.40
24-49184	10-0694	HASKELL LEMON CONST CO	2 TONS OF ASPHALT	11/2023	6031	136.80
24-49191	10-0694	HASKELL LEMON CONST CO	2 TONS OF ASPHALT	11/2023	6059	92.00
24-48282	10-1063	OG&E	MNTHLY SVC	11/2023	20231107	14,177.34
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	2,260.78
24-49187	10-1329	SCHWARZ (BORAL) READY MIX	2 YARDS CONCRETE	11/2023	312644	306.00
24-49170	10-1622	WESTLAKE ACE HARDWARE	ZIP TIES	11/2023	3503817	34.58
24-49246	10-2128	BREWER CONST CO, LLC	BONDS FOR REPAIR SVCS	11/2023	PAVING REPAIR 2023	16,250.00
24-49193	10-3003	VANCE BROS INC	TACK COAT	11/2023	ZR00019763	200.00
24-49127	10-3331	RUCKER MECHANICAL	DX & REPAIR HEATER	11/2023	94803	512.50
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	120.00
DEPARTMENT TOTAL:						38,809.76

FUND: 010- GENERAL FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08.4		PUBLIC WORKS - MAINT				
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	434.31
DEPARTMENT TOTAL:						434.31
DEPARTMENT: 08.5		PUBLIC WORKS - PARKS				
24-48189	10-0006	A WELDORS SUPPLY	WELDING TANK RENTAL	11/2023	264492	24.80
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	29.81
24-49042	10-005350	FORCE PERSONNEL	TEMP HELP	11/2023	76235	3,091.20
24-48769	10-005373	CARD SERVICES/PI	SUPPLIES FOR ASST DEPTMEN	11/2023	0231430	104.00
24-49147	10-005373	CARD SERVICES/PI	4 RUBBER/STEEL WORK BOOTS	11/2023	8266638	377.96
24-49060	10-0324	CENTRAL POWER EQUIP. INC	PARTS FOR WEED EATERS	11/2023	335623	113.58
24-48282	10-1063	OG&E	MNTHLY SVC	11/2023	20231107	397.37
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	1,501.00
24-49157	10-1622	WESTLAKE ACE HARDWARE	CHRISTMAS LIGHTS	11/2023	3503814	338.96
24-49225	10-1622	WESTLAKE ACE HARDWARE	CHRISTMAS LIGHTS FOR TREE	11/2023	3503826	539.64
24-48787	10-2123	HOME DEPOT CREDIT SVCS	TOILET SEAT & PVC BOOTS	11/2023	018747/1024486-	55.64
24-49154	10-2123	HOME DEPOT CREDIT SVCS	2POST,CHRISTMASLIGHTS,TAP	11/2023	002874/6023457	170.54
24-49221	10-2123	HOME DEPOT CREDIT SVCS	CONCRETE FORMS&STAKES	11/2023	20231113-20231114	199.25
24-49117	10-3331	RUCKER MECHANICAL	DX & REPAIR HEATER	11/2023	94802	188.75
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	120.00
24-49140	10-4010	HARD HAT SAFETY & GLOVE	GLOVES & SAFETY GLASSES	11/2023	0066395	78.00
24-49053	10-4179	BUDGET FLAG & BANNER	2-12X18 & 1-5X8 FLAGS	11/2023	30066	795.00
DEPARTMENT TOTAL:						8,125.50
FUND TOTAL:						165,194.86

FUND: 021- PUBLIC SAFETY FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 99.0		NON-DEPARTMENTAL				
24-48050	10-004789	TRADS, INC	OCT 2023	11/2023	OCT 2023	170.00
DEPARTMENT TOTAL:						170.00
FUND TOTAL:						170.00

FUND: 031- CAPITAL IMPROVE PROJECTS

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 40.0		PROJECTS >\$25,000				
24-48503	10-005900	TEIM DESIGN GROUP, PLLC	CRSAA MILL OVERLAY RKWEL	11/2023	12297	6,745.00
24-48515	10-005900	TEIM DESIGN GROUP, PLLC	AMDMT #2 CDBG HOLLOWAY	11/2023	12226-	2,361.25
24-49021	10-006108	SOUTHWEST WATER WORKS, LLC	CDBG WATERLINE HOLLOWAY	11/2023	PAY APP 2	113,567.24
24-49090	10-3331	RUCKER MECHANICAL	A/C UNITS #1 AND #6	11/2023	92720	24,587.36
DEPARTMENT TOTAL:						147,260.85
FUND TOTAL:						147,260.85

FUND: 035- FEDERAL GRANT FUND

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 40.0		Sewer Project				
24-48513	10-005900	TEIM DESIGN GROUP, PLLC	ARPA PENIEL WASTEWATER	11/2023	12307	9,525.50
DEPARTMENT TOTAL:						9,525.50
DEPARTMENT: 42.0		Automated Meter Project				
24-48512	10-005900	TEIM DESIGN GROUP, PLLC	ARPA METER AUTOMATION	11/2023	12299	2,307.50
DEPARTMENT TOTAL:						2,307.50
FUND TOTAL:						11,833.00

FUND: 040- DEBT SERVICE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 99.0		NON-DEPARTMENTAL				
24-49044	10-3436	BANCFIRST	INTEREST 2016 BOND	11/2023	2016 BOND	62,487.50
DEPARTMENT TOTAL:						62,487.50
FUND TOTAL:						62,487.50

FUND: 045- 2022A GO BOND ISSUE

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 40.0		Projects				
24-48500	10-005900	TEIM DESIGN GROUP, PLLC	PROP 3B POLICE RENOVATION	11/2023	12306	1,060.50
24-48521	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1H- NW25 TO NW 30TH	11/2023	12305	1,931.00
24-48522	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1F-MUELLER/44 TO 50	11/2023	12303	8,528.50
24-48523	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1G-DIVIS/36 TO 39	11/2023	12304	2,565.50
24-48524	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1E 30/ RKWELL/PENIEL	11/2023	12302	5,577.50
24-48759	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1D PENIEL/39TH/42ND	11/2023	12301	6,352.00
24-48844	10-005900	TEIM DESIGN GROUP, PLLC	PROP 2F MENDENALL PARK	11/2023	12308	4,084.25
24-49027	10-005900	TEIM DESIGN GROUP, PLLC	PROP 1A/B SIGNALIZATION	11/2023	12300	1,060.25
24-49028	10-006140	HOLLAND CONSTRUCTION, LLC	PROP 3-B PD	11/2023	APP #1	26,226.17
DEPARTMENT TOTAL:						57,385.67
FUND TOTAL:						57,385.67



BETHANY CITY COUNCIL

From: Elizabeth A. Gray, City Manager  
Date: November 14, 2023  
Subject: Declaration of surplus 2004 Freightliner Fire Department Pumper and authorize staff to conduct a public online auction to sell the property

**BACKGROUND**

Property such as furniture, electronics, computers, vehicles, etc. obviously has a lifespan. Over time, such property accumulates as it outlives its viability to the City. Property that is not clearly identified as having no value then gets stored until such time it can be declared surplus and disposed of properly.

Staff has reviewed such property and is recommending the property included in the attached list be declared surplus. Staff will conduct an online public auction to sell listed surplus item(s) after council has approved the list.

Bethany Code of Ordinances:

**§ 31.19 CITY MANAGER; DUTIES; SALES AND PURCHASING PROCEDURES.**

*(B) (9) Property valued at more than \$2,000, shall be sold or traded in only after approval by the City Council, and shall be submitted for competitive bidding or public auction as the Council may direct and under the notice and advertisement as the Council may direct. Property valued at less than \$2,000, may be sold or traded in by the City Manager without City Council approval under the condition as the City Manager deems appropriate.*

Your consideration in this matter is greatly appreciated.

**RECOMMENDATION**

1. Approval of list of declared surplus item(s) and authorize staff to conduct an online auction to sell the listed property.

**ADDITIONAL COMMENTS**



# Surplus Property Disposal Briefing/Request Document

**Description:** Surplus of 2004 Freightliner FD pumper for public auction

**Submitted By:** Brian Murray (Fire Chief)

**Recommendation:** Recommend surplus and sale of vehicle

**Background:** 2004 Freightliner American LaFrance fire service pumper VIN # 1FVACYAK74HM22112. Purchased in 2007 by the City of Bethany. This truck was a demo truck when purchased. This vehicle has met its useful life and is no longer useful/needed/used by the City of Bethany FD and cannot pass the required pump test.


**Scrap Value:** Current rates used \$2354.30.

**Date:** 10-24-2023

Brian Murray Fire Chief

A handwritten signature in black ink, appearing to be 'Brian Murray', written over a horizontal line.

Elizabeth Gray City Manager

A handwritten signature in black ink, appearing to be 'Elizabeth Gray', written over a horizontal line.

**CITY OF BETHANY**

From: Michael Vaughn, Finance Director  
Date: 11/21/2023  
Subject: Budget Amendment 24-9

BACKGROUND

The City of Bethany collects a Municipal Court Technology Fee on each citation issued. This fee is kept in reserve and used for Municipal Court Technology expenses. Currently there is \$90,805 in this account.

Due to the passage of HB2259, there are changes to our court procedures and therefore require a change in our Digiticket system. The cost of this change is \$3500. Please see the attached quote for further information and the detail of the cost.

RECOMMENDATION

1. Approve Budget Amendment 24-9 (attached).

ADDITIONAL COMMENTS

A circular stamp containing the handwritten initials "dg" in blue ink.

**Approval of and authorization to execute Budget Amendment Number BA# 24-9**

**BUDGET AMENDMENT FORM**



**Funds:** Public Safety Fund  
**Amendment #:** BA #24-9  
**Fiscal Year:** FY2024

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
<b>Public Safety Fund</b>					
021-25390	Fund Balance (MC Tech Fee)	3,500			
021-599.0-372	BMC Tech Fee Expense			3,500	
<b>TOTALS</b>		<u>3,500</u>	<u>-</u>	<u>3,500</u>	<u>-</u>

**EXPLANATION: 11 OS Section 17-216 B**

The Municipal Budget Act adopted by the City Council allows the City to amend the budget at any time during the year for necessary expenditures incurred that exceed the original budget or when changing circumstances warrant the action.

Budget Amendment 24-9 Appropriates \$3500 for additional Digiticket exoense due to a change in the state law.

**Date & Signature of Mayor:** \_\_\_\_\_ x \_\_\_\_\_ Date

**Date & Signature of City Manager:** \_\_\_\_\_ x \_\_\_\_\_ Date

**Date Approved by City Council:** November 21st, 2023 \_\_\_\_\_

**PS Fund -BMC Tech Fee**

**Unappropriated Fund Balance Remaining After Amendment:** **87,305.00**

# digiTICKET<sup>®</sup>

electronic ticketing solution

Cite & Release Change Order for the:

## Bethany Police Department

c/o Staci Peck



November 03, 2023

**SALTUS**  
TECHNOLOGIES

**Proposal Prepared by:**

Joshua Hyman  
Customer Success Manager  
JoshuaH@saltustech.com  
Office: (918) 392-3914  
Cell: (918) 409-6607

Saltus Technologies  
907 South Detroit, Suite 820  
Tulsa, OK 74120

**RE: digiTICKET® Change Order for Cite & Release enhancements**

Ms. Peck,

Saltus was recently notified of several impending changes related to the passage of HB2259 (*effective 11/1/2023*) that will affect court cost compliance programs, cite and release procedures for certain cost-related warrants, and other related court financial obligations. HB2259 includes amendments to the following Oklahoma Statutes:

- A. 19 O.S. 2021, Section 514.4
- B. 19 O.S. 2021, Section 514.5
- C. 22 O.S. 2021, Section 983

The changes Saltus will be implementing for the Bethany PD are specifically related to the new Cite and Release procedure for cost-related warrants. The following excerpt from HB2259 provides a high-level overview of the Cite and Release process (*emphasis added*):

**“H. 1. If a defendant is found by a law enforcement officer to have an outstanding cost cite and release warrant, the law enforcement officer shall issue a Warning/Notice to appear within ten (10) days of release from detention on the warrant to the court clerk of the court in which the court financial obligations are owed.** If the officer has the necessary equipment, the officer shall immediately transmit the Warning/Notice electronically to the court clerk of the court in which the court financial obligations are owed. The law enforcement officer shall not take the defendant into custody on the cite and release warrant, and no other law enforcement officer who encounters the defendant during this ten-day period may take the defendant into custody on the warrant. If the law enforcement officer is unable to transmit the Warning/Notice electronically to the court clerk, the officer shall inform the appropriate department staff member within the agency of the law enforcement officer of the Warning/Notice within five (5) days. The department staff member shall then promptly notify the law enforcement agency in the jurisdiction that issued the warrant electronically. The electronic communication shall be treated as a duplicate original for all purposes in any subsequent hearings before the appropriate court.”

Scope and pricing can be found on the following page.

We appreciate the opportunity to continue supporting the Bethany Police Department! Please contact me directly if you have any questions.

Sincerely,



Joshua Hyman

## Scope

In accordance with our commitment to ensuring our customers remain compliant with such mandates, Saltus has conducted a thorough review of the technical requirements to implement this change. The required work effort includes the following:

### Cite and Release form:

- I. Saltus will either modify BPD’s existing printed ticket or create a new format like the examples previously provided. All modifications will require BPD’s input and approval.

### digiTICKET Web Application:

- I. Saltus will include these C&R tickets in BPD’s data export to InCode.
  - a. **NOTE:** *Please confirm import capabilities with your RMS/CMS provider.*
- II. Web users will be able to search specifically for C&R tickets on the “Tickets” and “Approvals” Tab.
- III. Creation of a new court entitled “Cost Hearing Docket” for all C&R violations.
  - a. Specific court logic is to be determined by BPD.

### digiTICKET Mobile Client:

- I. Addition of a drop-down menu on the Violator/Defendant tab that will enable the Officer to select “Cite and Release” as the Violation Type.
- II. This new “violation” will be entitled “Notice to Appear on Cost Cite and Release Warrant.”
  - a. C&R tickets will be numbered with a “C” prefix.

## Pricing

Because these changes require significant enhancements to BPD’s core digiTICKET application, this work falls outside the scope of Saltus’ standard maintenance and support. All Custom Development Services pricing covers the configuration, development, Quality Assurance (QA) testing, deployment and ongoing maintenance and support of this functionality. BPD can pay for this by either option shown below (**please check the appropriate box**):

- Option 1:** increase SaaS fees by \$13.25 per unit, per month; total monthly increase of \$145.75.
- Option 2:** pay a one-time, lump-sum fee:

digiTICKET Purchase Price Quote				
	Professional Services Fees	Units	Fee	Total
Custom development services (total hours)		28	\$ 125	\$ 3,500
<b>TOTAL Professional Services Fees</b>				<b>\$ 3,500</b>
<b>TOTAL PURCHASE PRICE (Year 1)</b>				<b>\$ 3,500</b>

## Terms

---

Upon receipt of a signed document, Saltus will invoice BPD according to the following terms:

**Option 1:** the SaaS fee increase will take place upon full implementation of these changes.

**Option 2:** Saltus will invoice for half of the Professional Services up-front (\$1,750), and the remaining half (\$1,750) upon implementation of the changes (*unless directed otherwise by the Customer*).

## Signatures

---

By signing and returning this document you are signifying the acceptance of the Change Order and the terms and conditions as outlined above.

This Agreement can only be modified when both parties agree in writing.

**Agreed to:**

**Bethany Police Department**

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Agreed to:**

**Saltus Technologies, LLC**

**By:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



CITY OF BETHANY

From: Michael Vaughn, Finance Director  
Date: 11/21/2023  
Subject: Budget Amendment 24-10

BACKGROUND

The City's FY 23 Budget included Revenues and Expenses for a CDBG grant project to replace a water line on Holloway Avenue. At the time of the adoption of the FY 24 Budget, the timing of the receipt of the revenue and the expenditures were uncertain. The result was that the revenue was not budgeted in the FY 24 budget, and there was an insufficient amount budgeted for expenses.

The \$195,714 CDBG Grant has been received, and current and future known expenses total \$388,385 so far (of the \$391,428 total project cost). Budget Amendment 24-10 will recognize the revenue and increase the budget to account for the appropriate amount of expenses.

RECOMMENDATION

1. Approve Budget Amendment 24-10 (attached).

ADDITIONAL COMMENTS



**Approval of and authorization to execute Budget Amendment Number BA# 24-10**

**BUDGET AMENDMENT FORM**



**Funds:** Capital Improvement Fund  
**Amendment #:** BA #24-10  
**Fiscal Year:** FY2024

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
<b>Capital Improvement Fund</b>					
031-33131	Grant Revenue	195,714			
031-540.0-42014	CDBG Grant Exp.			52,000	
031-25390	Fund Balance			143,714	
<b>TOTALS</b>		<u>195,714</u>	<u>-</u>	<u>195,714</u>	<u>-</u>

**EXPLANATION: 11 OS Section 17-216 B**

The Municipal Budget Act adopted by the City Council allows the City to amend the budget at any time during the year for necessary expenditures incurred that exceed the original budget or when changing circumstances warrant the action.

Budget Amendment 24-10 Budgets the CDBG Grant Revenue received in FY 24 and increases the budget for the CDBG project to the original contract amount. The balance of the Grant Revenue will increase the Fund Balance carryover.

**Date & Signature of Mayor:** \_\_\_\_\_ x \_\_\_\_\_ Date

**Date & Signature of City Manager:** \_\_\_\_\_ x \_\_\_\_\_ Date

**Date Approved by City Council: November 21st, 2023** \_\_\_\_\_

**Capital Improvement Fund**

**Unappropriated Fund Balance Remaining After Amendment:** **865,650.00**



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24/7/365 from highly trained call specialists for:**

- Utility Assistance
- Food Assistance
- Housing Assistance & Shelters
- Employment & Education
- Domestic Abuse Resources
- Support Groups
- Elder Care
- Clothing & Household Items
- Mental Health Services
- Substance Abuse Help
- Transportation Assistance
- Finding Medical Help
- Veteran Services
- Disaster Services



FACEBOOK/HeartLine.Inc  
TWITTER@Heartline



**United Way  
of Central Oklahoma,  
Canadian County  
and Logan County**

Just dial 2-1-1 or text your ZIP code to 898-211 anytime, 24 hours a day, every day,  
and know your call is free and confidential. Translation services are available in many languages.

### 211 General Messaging

- 211 is a free, 24/7 phone service that's here to help to find information and referrals for any health, human, or social service need.
- Oklahoma's 211 Resource Database features over 15,000 services statewide to connect you with help in your area.
- 211 goes beyond a phone call. Highly-trained, compassionate call specialists are standing by 24/7 to make in-depth assessments and referrals based on eligibility requirements.
- No matter the situation, the specialists at 211 listen, identify underlying problems, and connect people in need with resources and services in their community that improve their lives.

### Utility Assistance Messaging

- If you are having trouble paying a utility bill, you can always contact 211 to get connected to help. Simply call 211 to speak to a specialist, text your zip code to 898-211, or go online to chat or browse the online resource database at [heartlineoklahoma.org](http://heartlineoklahoma.org).
- Need help paying bills? You are not alone. Get connected and get help by contacting 211 today. Simply call 211 to speak to a specialist, text your zip code to 898-211, or go online to chat or browse the online resource database at [heartlineoklahoma.org](http://heartlineoklahoma.org).

**BETHANY CITY COUNCIL**

From: Amanda McCellon, Comm. Dev. Director  
Date: November 6, 2023  
Subject: Consider a request from Frank McLendon, Applicant and Property Owner to amend the approved PUD for Bethany Village, located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave.

BACKGROUND

Attached are the minutes and staff report from the Planning and Zoning Commission meeting of November 2, 2023. Motion was made by Steve Marx, seconded by James Clemmer to recommend approving the PUD amendment located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave (Bethany Village). The votes are as follows: AYE- Charles Snyder, Justin Peck, Robert Helton, Steve Marx, Ron Crouch, James Clemmer, Trent Reid. NAY- None. ABSTAIN-None. The motion carried 7 – 0.

RECOMMENDATION

1. Recommend approving the PUD amendment located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave (Bethany Village).

ADDITIONAL COMMENTS

A circular stamp containing the handwritten initials "dg" in blue ink.

**OWNER'S CERTIFICATE AND DEDICATION**

KNOW ALL MEN BY THESE PRESENTS: That JSFM, LLC, an Oklahoma limited liability company, does hereby certify that they are the owners of and the only persons, firms or corporation having any rights, title, or interest in and to the land shown on the annexed plat and that they have caused the same to be surveyed and platted, and that they hereby dedicate all the streets and easements shown hereon to the public, for the purposes of streets, utilities, and drainage, for their heirs, executors, administrators, successors, and assign forever, and have caused the same to be released from all encumbrances so that the title is clear, except as shown in the abstractor's certificate.

IN WITNESS WHEREOF, the undersigned have caused this instrument to be executed this \_\_\_\_ day of \_\_\_\_\_, 2023. Covenants, reservations, and restrictions for this addition are contained in a separate instrument.

JSFM, LLC  
an Oklahoma limited liability company  
  
Frank McLendon, Manager

STATE OF OKLAHOMA )  
                                  )SS:  
COUNTY OF CLEVELAND )

Before me, the undersigned Notary Public, in and for said County and State on this \_\_\_\_ day of \_\_\_\_\_, 2023, personally appeared Frank McLendon, to me known to be the identical person who executed the within and foregoing instrument, as a free and voluntary act and deed, for the uses and purposes herein set forth.

MY COMMISSION EXPIRES: May 02, 2023  
\_\_\_\_\_  
NOTARY PUBLIC, #11004011

**LEGAL DESCRIPTION**

A tract of land situate within the Southeast Quarter (SE/4) of Section Seventeen (17), Township Twelve North (T12N), Range Four West (R4W) of the Indian Meridian (I.M.), Bethany, Oklahoma County, Oklahoma; said tract being more particularly described as follows:

COMMENCING at the Southeast corner of said SE/4; thence S89°26'52"W along the South line of said SE/4 a distance of 684.99 feet; thence N00°33'08"W a distance of 33.00 feet to the POINT OF BEGINNING; thence

S89°26'52"W a distance of 400.00 feet; thence N00°52'24"W a distance of 599.87 feet; thence N89°19'57"E a distance of 177.87 feet; thence N00°45'19"W a distance of 159.85 feet; thence N89°37'49"E a distance of 230.16 feet; thence S00°14'35"E a distance of 759.35 feet to the POINT OF BEGINNING.

Said tract contains 278,632 Sq Ft or 6.40 Acres, more or less.

CURVE #	LENGTH	RADIUS	DELTA	CHORD DIRECTION	CHORD LENGTH
C1	22.25'	35.00'	036°25'43"	N18° 40' 56"W	21.88'
C2	22.22'	52.00'	024°28'52"	N24° 39' 22"W	22.05'
C3	14.33'	52.00'	015°47'26"	S61° 56' 05"E	14.29'
C4	22.25'	35.00'	036°25'43"	S72° 15' 13"E	21.88'

**LAND SURVEYOR'S CERTIFICATE**

I, DENVER WINCHESTER, do hereby certify that I am a PROFESSIONAL LAND SURVEYOR, and that the annexed plat represents a survey made under my direction, and that the monuments noted hereon actually exist and their positions are correctly shown.

\_\_\_\_\_  
DENVER WINCHESTER, PLS 1952

STATE OF OKLAHOMA )  
                                  )SS:  
COUNTY OF OKLAHOMA )

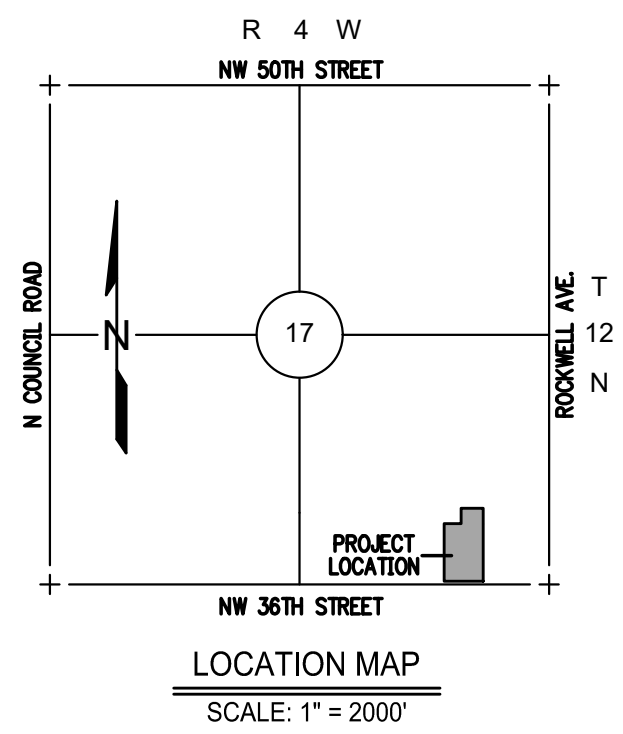
Before me, the undersigned Notary Public, in and for said County and State on this \_\_\_\_ day of \_\_\_\_\_, 2023, personally appeared DENVER WINCHESTER, to me known to be the identical person who executed the within and foregoing instrument, as a free and voluntary act and deed, for the uses and purposes herein set forth.

MY COMMISSION EXPIRES: March 28, 2023  
\_\_\_\_\_  
NOTARY PUBLIC, #03005138

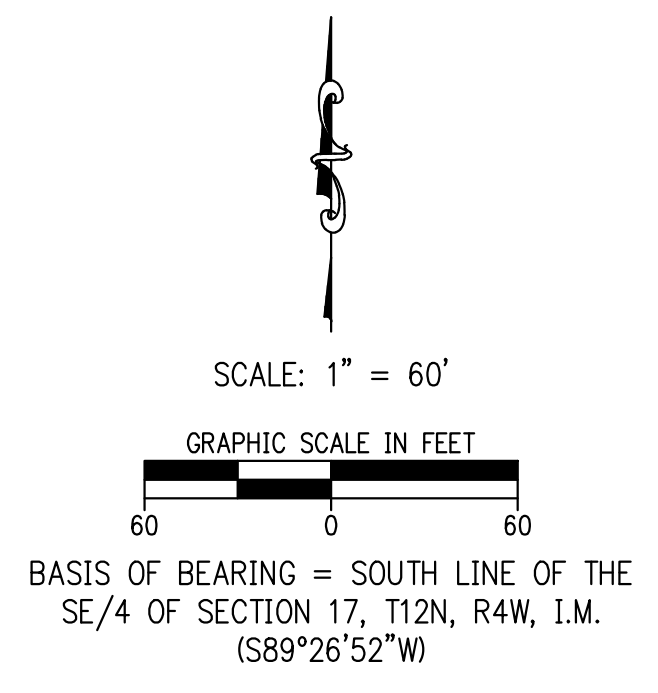
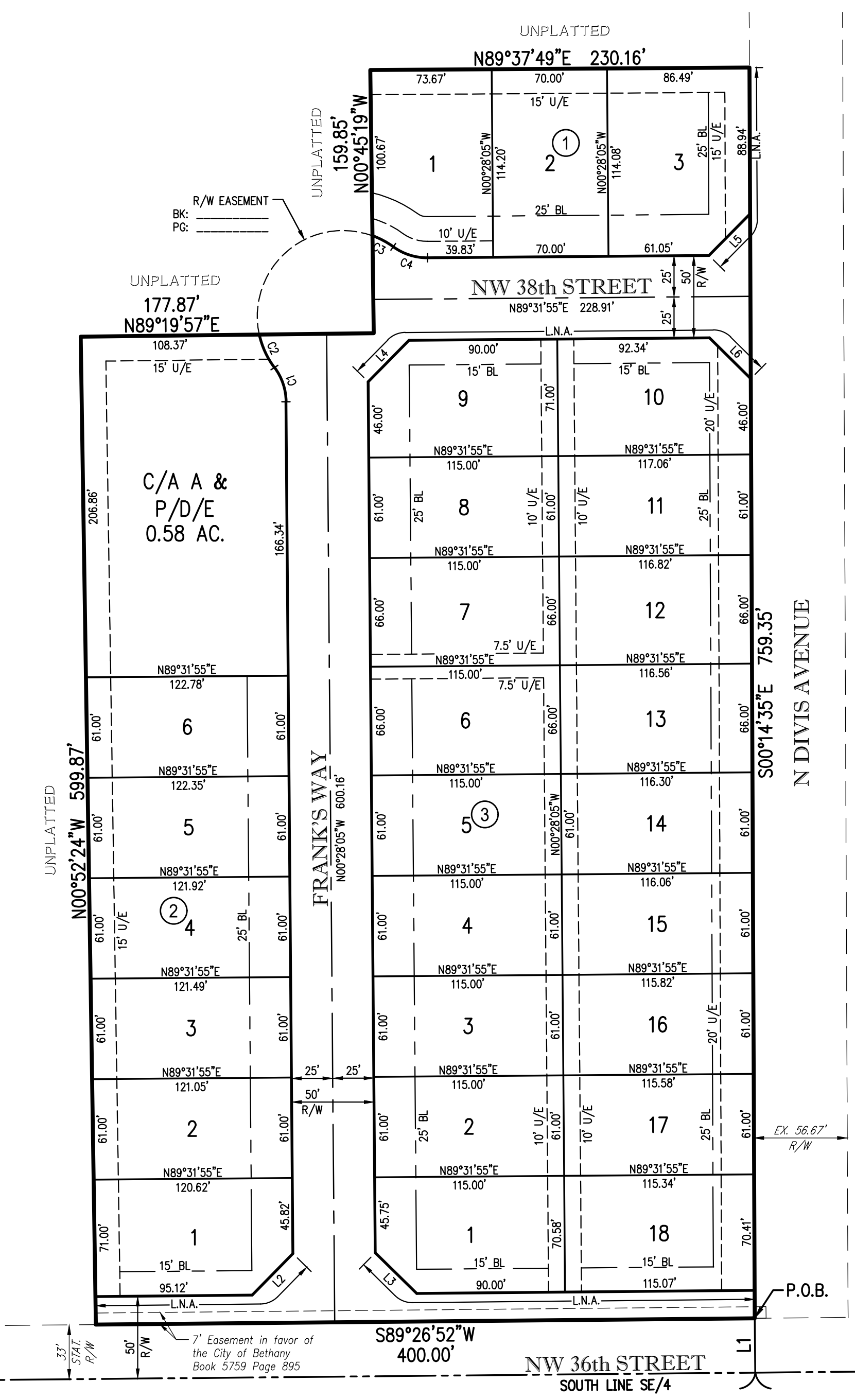
**CITY PLANNING COMMISSION APPROVAL**

I, \_\_\_\_\_, Planning Director of the City of Bethany, do certify that the Bethany Planning Commission duly approved this plat on the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
PLANNING DIRECTOR



**FINAL PLAT OF BETHANY VILLAGE**  
A PART OF THE SE/4 OF SECTION 17, T12N, R4W, I.M.  
BETHANY, OKLAHOMA COUNTY, OKLAHOMA



LINE #	LENGTH	DIRECTION
L1	33.00'	N00° 33' 08"W
L2	35.38'	N44° 29' 24"E
L3	35.33'	N45° 30' 36"W
L4	35.36'	N44° 31' 55"E
L5	35.42'	N44° 38' 40"E
L6	35.29'	S45° 21' 20"E

LEGEND	
P.O.B.	POINT OF BEGINNING
EX.	EXISTING
R/W	RIGHT-OF-WAY
BL	BUILDING LIMIT LINE
U/E	UTILITY EASEMENT
D/E	DRAINAGE EASEMENT
P/D/E	PRIVATE DRAINAGE EASEMENT
L.N.A.	LIMITS OF NO ACCESS
C/A	COMMON AREA

**BONDED ABSTRACTOR'S CERTIFICATE**

The undersigned, a duly qualified and lawful bonded abstractor of titles, in and for the County of OKLAHOMA, State of OKLAHOMA, hereby certifies that the records of said county show that the title to the land on the annexed plat is vested in JSFM, LLC, an Oklahoma limited liability company, that on the \_\_\_\_ day of \_\_\_\_\_ there are no actions pending or judgments of any nature in any court or on file with the clerk of any court in said county and state against said land, or the owners thereof, and that the taxes are paid for the year \_\_\_\_\_ and prior years, that there are no outstanding tax sales certificates against said land, and no tax deeds are issued to any one person, that there are no liens, mortgages or other encumbrances of any kind against the land included in the annexed plat, except mortgages, mineral rights, water rights, and easements of record previously reserved, excepted or granted.

IN WITNESS WHEREOF, said bonded abstractor has caused this instrument to be executed this \_\_\_\_ day of \_\_\_\_\_, 2023.

FIRST AMERICAN TITLE INSURANCE COMPANY  
\_\_\_\_\_  
AUTHORIZED SIGNER

STATE OF OKLAHOMA )  
                                  )SS:  
COUNTY OF CLEVELAND )

Before me, the undersigned Notary Public, in and for said County and State on this \_\_\_\_ day of \_\_\_\_\_, 2023, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the within and foregoing instrument, as a free and voluntary act and deed, for the uses and purposes herein set forth.

MY COMMISSION EXPIRES: \_\_\_\_\_  
\_\_\_\_\_  
NOTARY PUBLIC, # \_\_\_\_\_

**COUNTY TREASURER'S CERTIFICATE**

I, \_\_\_\_\_ do hereby certify that I am the duly elected, qualified and acting County Treasurer of OKLAHOMA COUNTY, STATE OF OKLAHOMA, that the tax records of said County show all taxes are paid for the year \_\_\_\_\_ and prior years on the land shown on the annexed plat, that the required statutory security has been deposited in the office of the county treasurer, guaranteeing payment of the current years taxes.

IN WITNESS WHEREOF, said County Treasurer has caused this instrument to be executed at the CITY of OKLAHOMA CITY, OKLAHOMA, this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
COUNTY TREASURER

**ACCEPTANCE OF DEDICATION OF CITY COUNCIL**

Be it resolved by the Council of the CITY of BETHANY, OKLAHOMA, that the dedications shown on the annexed plat are hereby accepted, adopted by the Council of the CITY of BETHANY, OKLAHOMA, this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST: \_\_\_\_\_  
CITY CLERK  
\_\_\_\_\_  
MAYOR

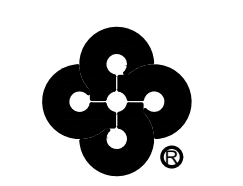
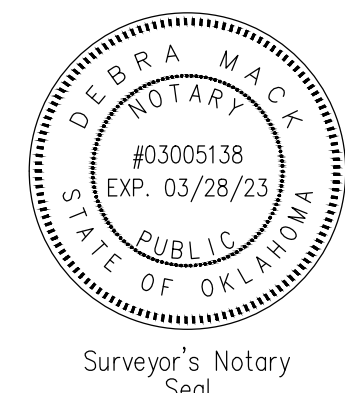
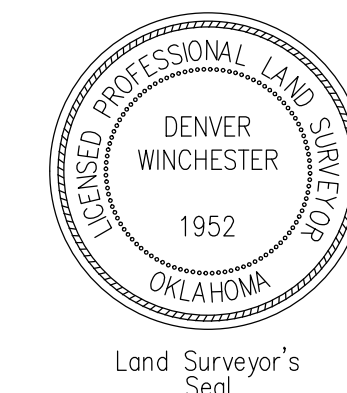
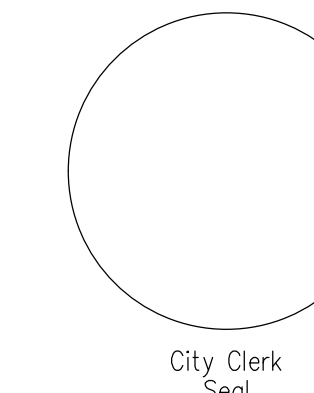
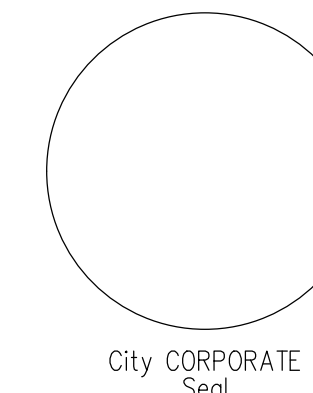
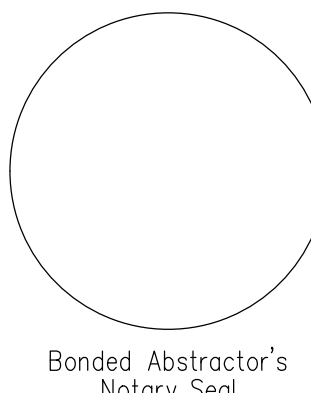
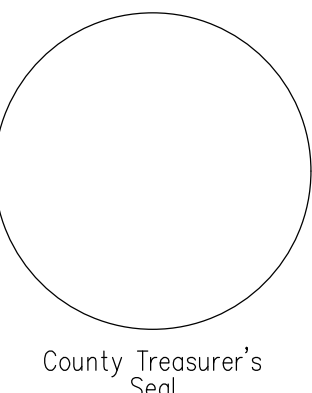
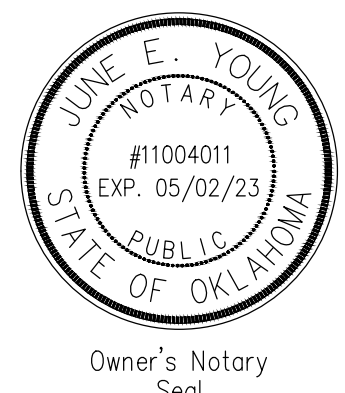
**CERTIFICATE OF CITY CLERK**

I, \_\_\_\_\_ City Clerk of the CITY of BETHANY, STATE OF OKLAHOMA, hereby certify that I have examined the records of said City and find that all deferred payments or unmatrued instalments upon special assessment have been paid in full and that there is no special assessment procedure now pending against the land shown on the annexed plat on this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
CITY CLERK

**NOTES**

- This plat of survey meets the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors and that said Final Plat complies with the requirements of Title 11, Section 41-108 of the Oklahoma State Statutes.
- Monuments shall be as follows:  
Magnetic Nail with Washer stamped "CTA CA973" for all Paved Surfaces or 3/8" Iron Rod with a Plastic Cap stamped "CTA CA973"
- Maintenance of the Common Areas and Islands/Medians in Public Rights-of-Way shall be the responsibility of the Property Owners and/or Property Owners Association. No structures, storage of material, grading, fill, or other obstructions, either temporary or permanent shall be placed within the drainage related common areas and/or drainage areas shown. Certain amenities such as, but not limited to, walks, benches, piers, and docks, shall be permitted if installed in a manner to meet the requirements specified above.
- Any addresses shown on this plat were accurate at the time this plat was filed. Addresses are subject to change and should never be relied upon in place of legal description.



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SHEET NO.: 1 OF 1  
DATE: 04/26/21  
PROJECT NO.: 20616400

TYPICAL BLOCK CORNER

DRAWING IS FOR THE FINAL PLAT OF BETHANY VILLAGE. THIS DRAWING IS THE PROPERTY OF CRAFTON TULL AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF CRAFTON TULL.

**MINUTES**  
**CITY OF BETHANY**  
**PLANNING AND ZONING COMMISSION**  
**NOVEMBER 2, 2023**

MEMBERS PRESENT: Charles Snyder, Chair  
Justin Peck, Vice-Chair  
Ron Crouch  
Robert Helton  
James Clemmer  
Steve Marx  
Trent Reid

MEMBERS ABSENT: Kent Lynn

STAFF PRESENT: Ray Jones, City Attorney  
Amanda McCellon, Comm. Dev. Director  
Linda Hlinicky, Adm. Assistant

NOTICE: Agenda posted in the lobby and on the front door of Bethany City Hall, 6700 NW 36<sup>th</sup> St., Bethany, OK 73008 Thursday, October 26, 2023 at 11:00 a.m.

Charles Snyder, Chair called the meeting to order. Ron Crouch gave the invocation. Motion was made by Justin Peck, seconded by James Clemmer to approve the October 19, 2023 Planning and Zoning Commission minutes with one correction. Change "BRBO" to "VRBO". The votes are as follows: AYE- Charles Snyder, Justin Peck, Robert Helton, James Clemmer, Steve Marx, Trent Reid. NAY- None. ABSTAIN- Ron Crouch. The motion carried 6-0-1.

**ITEM 1:**     **PC 23-13**

Consider a request from Frank McLendon, Applicant and Property Owner to amend the approved PUD for Bethany Village, located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave.

**LEGAL DESCRIPTION:**

SE Qtr. Sect. 17 T12N-R2W (I.M.) Bethany, Oklahoma County, Oklahoma; said tract being more particularly described as follows: COMMENCING at the Southwest corner of said SE/4; thence N89°42'12" E along the South line of said SE/4 a distance of 1540.25 feet; thence N00°17'48"W a distance of 33.00 feet to the POINT OF BEGINNING; thence N00°42'07"W a distance of 600.01 feet; thence N89°42'12"E a distance of 177.00 feet; thence N00°02'01"W a distance of 160.00 feet; thence N89°42'12"E a distance of 230.00 feet; thence S00°02'12"W a distance of 400.00 feet to the POINT OF BEGINNING Said tract contains 278,901 square feet or 6.40 Acres, more or less.

**(City Council will vote on this item on November 21, 2023.)**

**ACTION:** Amanda McCellon, Comm. Dev. Director presented the staff report for an amendment to the existing PUD at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave. The setbacks that were approved in 2020 were a front of 25', sides of 5' and 10', and a rear of 15'. There are going to be 27 duplex units.

Amanda McCellon, Comm. Dev. Director summarized the zoning of the surrounding properties.

Amanda McCellon, Comm. Dev. Director explained the analysis and required action. So, the PUD for Bethany Village was approved in October of 2020; and the final plat approved in September of 2021. The public improvements were approved in May, 2023. The applicant notified staff in September, 2023 that the rear porches encroached on the utility easement by two feet. So, we worked with the engineers and Staff made a recommendation either the PUD be amended or corrective action on the placement of the structures take place. The engineering staff stated that the requested amendment would not negatively impact the health, safety, and welfare for future residents. The applicant chose to amend the PUD and reduce the minimum rear yard setbacks from 15' to 10'.

Frank McLendon, Applicant spoke to the Planning and Zoning Commission. He stated he is wanting to reduce the building line from 20' to 10' same as the utility easement. Also, in one of the paragraphs it said I was encroaching on the utility easement, and that is not true. Actually, encroaching into the building line that I didn't know was there by eight feet. There are three lots to the north that back up to the park have a 15' utility easement; and I am requesting the build line from 20' to 15' on those lots. Two of the houses I started on, the slabs encroached over the building line by 8'. My construction manager brought it to my attention, and I contacted the city.

Ray Jones, City Attorney stated he is satisfied from a legal standpoint that nothing will encroach easements, and there are no public health issues.

Justin Peck, Vice-Chair asked if any additional trees will be planted along the outline by the park.

Frank McLendon, Applicant stated there were four trees added.

Motion was made by Steve Marx, seconded by James Clemmer to recommend approving the PUD amendment located at the NW corner of NW 36<sup>th</sup> Street and N. Divis Ave (Bethany Village). The votes are as follows: AYE- Charles Snyder, Justin Peck, Robert Helton, Steve Marx, Ron Crouch, James Clemmer, Trent Reid. NAY- None. ABSTAIN- None. The motion carried 7 - 0.

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## NEW BUSINESS

Ray Jones, City Attorney indicated he will probably have the short-term rental ordinance ready for the next meeting.

Motion was made by Justin Peck, seconded by Trent Reid to adjourn. The motion carried unanimously 7 - 0.

# BETHANY

Oklahoma

City of Bethany

Planning & Zoning Staff Report

November 2, 2023

## CASE NO: PC 23-13

**Request:** Consider a request by Frank McLendon, applicant & property owner, for an amendment to the existing PUD at the NW corner of NW 36<sup>th</sup> Street and N Divis Avenue (Bethany Village).

**Applicant:** ~~Coast to Coast Motors LLC,~~ <sup>Frank McLendon</sup> property owner and applicant.

**Legal Description:** Sect. 17-T12N-R4W SE Qtr. (I.M.)

- Sect 17-T12N-R4W Qtr. SE (I.M.) Bethany, Oklahoma County, Oklahoma;

said tract being more particularly described as follows:

COMMENCING at the Southwest corner of said SE/4; thence

N89°42'12"E along the South line of said SE/4 a distance of 1540.25 feet; thence

N00°17'48"W a distance of 33.00 feet to the POINT OF BEGINNING; thence

N00°42'07"W a distance of 600.01 feet; thence

N89°42'12"E a distance of 177.00 feet; thence

N00°02'01"W a distance of 160.00 feet; thence

N89°42'12"E a distance of 230.00 feet; thence

S00°02'12"W a distance of 400.00 feet to the POINT OF BEGINNING

Said tract contains 278,901 square feet or 6.40 Acres, more or less.

**Current Zoning:** PUD (Planned Unit Development)

**Amendment Requested:** Change of minimum rear yard setbacks on Lots 1-18, Block 3, from 15 feet to 10 feet.

**Surrounding Zoning:**

Direction	Zoning
North	E-I
South	R-M
East	R-1 & R-2
West	E-I

Table 1

**Lot Characteristics:**

	Characteristic
Use	Duplex Development
Area (ft <sup>2</sup> )	278,897
Development	2023
Structures	27 duplexes

Table 2

**Background:**

The PUD for Bethany Village was approved by the Bethany City Council in October of 2020, and permitted the construction of 27 duplex units. A final plat was approved in September of 2021, and improvements were accepted in May of 2023. The PUD statement requested 7,500ft<sup>2</sup> lots (as opposed to 9,000 ft<sup>2</sup>), 5 ft side yard setbacks for interior lots (as opposed to 10 ft & 5 ft), and 10 ft for corner lots (as opposed to 25 ft), and a maximum lot coverage of 45% (as opposed to 30% maximum lot coverage).

A PUD must be developed to the exact standards established in its respective PUD statement. Any change made to the PUD must be the result of an approved PUD amendment, which may be voted on by the Bethany City Council.

**Analysis:**

The Bethany Village PUD includes a central utility easement which carries water, sewer, and electricity to Lots 1-18. Like all easements, this allows for routine maintenance and repairs of utility lines to take place, and to provide appropriate separation of dwelling unit and utility.

In September 2023, the applicant notified city staff of an error in the construction of some of the duplexes, which encroached on the setback by approximately two feet. After reviewing the approved PUD statement, staff recommended to the applicant to either alter the dwelling units to conform to the PUD or to amend the PUD.

The applicant elected to amend the PUD, and submitted a revised PUD statement in late September 2023, with the affected rear setback being changed from 15 feet to 10 feet. Engineering staff have stated that the amended PUD would not be hazardous to the health, safety, and welfare of the duplexes.

**Required Action:** Hold a public hearing to provide a recommendation to either approve or deny the applicant's request for an amendment to the Bethany Village PUD that would change an interior utility easement from 15 feet to 10 feet.

**Attachments:**

- Aerial Photographs
- Zoning Map
- Amended PUD Statement
- Certified Owners List
- Application Documents
- Public Notification

RESIDENTIAL

**THE CITY OF BETHANY  
PLANNED UNIT DEVELOPMENT**

**PUD AMENDMENT**

**DESIGN STATEMENT**

**FOR**

**BETHANY VILLAGE**

**March 18, 2020**

**Revised October 1, 2020**

**Amendment Date September 28, 2023**

**Approved** \_\_\_\_\_

**By:** \_\_\_\_\_

**Name:**

**Title:** \_\_\_\_\_

**PREPARED BY:**

Crafton Tull  
300 Pointe Parkway Boulevard  
Yukon, Oklahoma 73099  
P 405.787.6270 F 405.787.6276  
E kendall.dillon@craftontull.com

**PREPARED FOR:**

McLendon Contracting  
22495 Lindy Terrace  
Edmond, Oklahoma 73025  
P 405.657-7909  
mclendon.frank@yahoo.com

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RESIDENTIAL

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## RESIDENTIAL

### SECTION 1.0 INTRODUCTION

The Planned Unit Development (PUD) of Bethany Village, consisting of 6.44 acres is located within the SE/4 of Section 17, Township 12 North, Range 4 West, of the Indian Meridian, Oklahoma County, Bethany, Oklahoma. The subject property is generally located north of N.W. 36th Street, West of N Divis Ave and East of Eldon Lyon Park.

### SECTION 2.0 LEGAL DESCRIPTION

The legal description of the overall property comprising the proposed PUD of Bethany Village is described in Exhibit A, attached and is made a part of this Design Statement.

### SECTION 3.0 OWNER / DEVELOPER

The owner / developer of this property described in Section 2.0 is; McLendon Contracting, 22495 Lindy Terrace, Edmond, Oklahoma 73025.

### SECTION 4.0 SITE AND SURROUNDING AREA

The subject property is currently zoned E-1 Educational Institution District and is vacant. Surrounding properties are zoned and used for:

North: Eldon Lyon Park

South: "R-M" Multi-Family Residential District and is used for as such

East: "R-1" and "R-2" Residential District and is used for residential and sports fields

West: Eldon Lyon Park

### SECTION 5.0 PHYSICAL CHARACTERISTICS

The highest elevation of the subject property is 1333 at the southeast property line, while the lowest elevation is 1316 at the northwest boundary. The site general slopes from N. Divis Ave. westward to Eldon Lyon Park. The subject site general drains onto the park. The majority of the site is vegetated with a canopy of deciduous trees. The perimeter along the east and west boundary of the site contains an evergreen screen. The subject site is not located within a FEMA designated 100-year floodplain or floodway. The site was previously developed and still contains a circle drive and an adjacent dilapidated parking lot.



## RESIDENTIAL

### SECTION 6.0 CONCEPT

The concept for this PUD is for a duplex product of multi-family residential development.

#### 6.1 DEVELOPMENT AND SUBDIVISION VARIATIONS

On-Street maneuvering into parking spaces shall be permitted. The location of the On-Street maneuvering shall only be permitted within the frontage of a common area lot. All parking spaces shall be located on private property.

### SECTION 7.0 SERVICE AVAILABILITY

#### 7.1 STREETS

The adjacent street to the east is N. Divis Ave. and has a right-of-way width of 60-feet. Much of the block along N. Divis Ave. from NW 36<sup>th</sup> Street to NW 39<sup>th</sup> Street has angled parking on the east side which serves the ballfields and is paved to a rural standard. The adjacent street to the south of the property is NW 36<sup>th</sup> Street, has a varying right-of-way width. The right-of-way is 50-feet from centerline to the south property line and is 50-feet from centerline to the south right-of-way, paved to an urban standard.

Streets that are proposed in this PUD shall be public streets built to Bethany City's standards and shall have right-of-way widths of 50-feet.

#### 7.2 SANITARY SEWER

Sanitary sewer facilities for this property are available. There is an 8-inch sanitary sewer line that flows north to NW 39<sup>th</sup> Street and is located on the eastern side of the subject property.

#### 7.3 WATER

Water facilities for this property are available. There is an existing 8" water line running along the north side of NW 36<sup>th</sup> Street. A fire hydrant is located adjacent to the existing entrance.

#### 7.4 FIRE PROTECTION

Bethany Fire & Rescue is located at 3919 N Rockwell Ave., 750 feet from the entrance into the project.

#### 7.5 GAS SERVICE, ELECTRICAL SERVICE, AND TELEPHONE SERVICE

Proper coordination with the various utility companies will be made in conjunction with this development.

#### 7.6 PUBLIC TRANSPORTATION

There are no bus stops in this PUD.

## RESIDENTIAL

### 7.7 DRAINAGE

No portion of the property within this Planned Unit Development is located within the FEMA 100 year floodplain.

### 7.8 COMPREHENSIVE PLAN 2030

The Comprehensive Plan 2030 Land Use Plan designates this area as Parks/Open Space.

### 8.0 SPECIAL DEVELOPMENT REGULATIONS

The following Special Development Regulations and/or limitations are placed upon the development of the PUD. Planning and zoning regulations will be those, which are in effect at the time of development of this PUD, provided however, that the density and or intensity of the PUD shall not be increased. Development is when a permit is issued for any construction or addition to any structure on a development tract. Certain zoning districts are referred to as a part of the Special Development Regulations of this PUD. For purposes of interpretation of these Special Development Regulations, the operative and controlling language and regulations of such zoning districts shall be the language and regulations applicable to the referenced zoning districts as contained in the City of Bethany's Planning and Zoning Code as such exists at the time of development of this PUD. In the event of conflict between provisions of this PUD and any of the provisions of the City of Bethany, Code of Ordinances, "Code", in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, the provisions of the Code shall prevail and be controlling; provided however, that in the event of a conflict between the Special Use and Development Regulations specifically negotiated as a part of this PUD and the provisions of the Code in effect at the time a permit is applied for with respect to any lot, block, tract and/or parcel of land subject to this PUD, such Special Use and Development Regulations of this PUD shall prevail and be controlling.

### 8.1 USE AND DEVELOPMENT REGULATIONS

The use and development regulations of the "E-1" Educational Institution District shall govern this tract, except as herein modified, including conditional, special permit, special exception, and/or accessory uses subject to their appropriate conditions and review procedures for public hearings where applicable, unless otherwise noted herein.

### 9.0 SPECIAL CONDITIONS

The following special conditions shall be made a part of this PUD:

### 9.1 LANDSCAPING REGULATIONS

The landscape in this PUD shall be in accordance with Title XV: Land Usage, Chapter 155, Site Plans of the City of Bethany, Code of Ordinances, Chapter 155.07, Landscaping. The subject site shall meet all requirements of the City of Bethany's Landscaping Ordinance in place at the time of development.

### 9.2 LIGHTING REGULATIONS

## RESIDENTIAL

The lighting in this PUD shall be in accordance with Title IX: General Regulations, Chapter 92, Streets and Sidewalks of the City of Bethany, Code of Ordinances, Chapter 92.4, Provision of Street Lights. The City Manager shall provide for and designate the places for street lights.

### 9.3 SCREENING REGULATIONS

A six-foot wood privacy fence shall be located along the north, west and south perimeter of this PUD.

### 9.4 PLATTING REGULATIONS

All land within this PUD shall be contained within a final plat and any plat dedications shall be approved by the City Council prior to any occupancy permits being issued in the PUD.

### 9.5 DRAINAGE REGULATIONS

Drainage improvements, if required, will be in accordance to applicable sections of the Bethany City Code of Ordinances. Such drainage-ways must be designed to handle adequate flows and cannot be built without specific approval of the City Engineer. The maintenance will be the responsibility of the property owners.

### 9.6 ACCESS REGULATIONS

There shall be a maximum of two points of access to the internal street for this PUD.

Access to this PUD may include a divided street or drive with central landscaped medians.

Individual lots shall be permitted to take access from N. Divis. Ave.

### 9.7 PARKING REGULATIONS

The design and number of all parking facilities in this PUD shall be in accordance with Title XV: Land Usage, Chapter 159, Zoning of the City of Bethany, Code of Ordinances, Chapter 159.035, Off-Street Parking and Chapter 159.036 Residential Parking Restrictions. Two spaces for each dwelling unit within the structure shall be provided.

### 9.8 SIGNAGE REGULATIONS

#### 9.8.1 FREESTANDING SIGNS

Multi-family residential subdivision freestanding sign requirements shall be in accordance with Title XV: Land Usage, Chapter 153, Sign Regulations of the City of Bethany, Code of Ordinances.

#### 9.8.2 ATTACHED SIGNS

Attached signs will be in accordance with the base zoning district regulations.

## RESIDENTIAL

### 9.8.3 ELECTRONIC MESSAGE DISPLAY SIGNS

Electronic Message Display Signs are specifically prohibited in this PUD.

### 9.9 ROOFING REGULATIONS

Every structure in this PUD shall have Class C roofing or better.

### 9.10 SIDEWALK REGULATIONS

Sidewalk requirements shall be in accordance with Title XV: Land Usage, Chapter 154.53, Sidewalks, of the City of Bethany, Code of Ordinances. A five-foot sidewalk shall be constructed along N. Divis Ave. and a six-foot sidewalk shall be constructed along NW 36<sup>th</sup> Street, subject to the policies and procedures of the Public Works Department.

### 9.11 HEIGHT REGULATIONS

The maximum of height of any structure shall be 35-feet in this PUD.

### 9.12 LOT, SETBACK AND YARD STANDARDS

The two-family lot size shall be a minimum of 7,000 square feet with minimum lot area per dwelling unit of 3,500 square feet. The minimum lot width shall be 60-feet. The minimum lot depth shall be 100-feet. The minimum front yard building setback shall be 25-feet. The minimum building side yard setback shall be 5-feet from the interior property line. The minimum building side yard setback on corner lots shall be 10-feet. **The minimum rear yard building setback shall be 15-feet for Lots 1-3, Block 1, 15-feet for Lots 1-6, Block 2 and 10-feet for Lots 1-18, Block 3.** Maximum lot coverage shall be 50%.

### 9.13 PUBLIC IMPROVEMENTS

Public improvements shall be made by the property owner throughout the PUD as required by the City of Bethany Public Works Department or other City, County, or State Department or agency. All Local, State, and Federal ordinances as they shall apply to the site will be adhered to fully.

### 9.14 COMMON AREAS

Maintenance of the common areas and features in the development shall be the responsibility of the property owner or Property Owners Association. No structures, storage of material, grading, fill, or other obstructions, including fences, either temporary or permanent, that shall cause a blockage of flow or an adverse effect on the functioning of the storm water facility, shall be placed within the common areas intended for the use of conveyance of storm water, and/or drainage easements shown. Certain amenities such as, but not limited to, walks and benches, shall be permitted if installed in a manner to meet the requirements specified above.

### 10.0 DEVELOPMENT SEQUENCE

RESIDENTIAL

Developmental phasing shall be allowed as a part of the development of this PUD.

11.0 EXHIBITS

The following exhibits are hereby attached and incorporated into this PUD. These exhibits are:

EXHIBIT A: LEGAL DESCRIPTIONS

EXHIBIT B: MASTER DEVELOPMENT PLAN

EXHIBIT C: TOPOGRAPHY MAP

**EXHIBIT A**

**BETHANY VILLAGE  
LEGAL DESCRIPTION**

A tract of land situate within the Southeast Quarter (SE/4) of Section Seventeen (17), Township Twelve North (T12N), Range Four West (R4W) of the Indian Meridian (I.M.), Bethany, Oklahoma County, Oklahoma; said tract being more particularly described as follows:

COMMENCING at the Southwest corner of said SE/4; thence  
N89°42'12"E along the South line of said SE/4 a distance of 1540.25 feet; thence  
N00°17'48"W a distance of 33.00 feet to the POINT OF BEGINNING; thence

N00°42'07"W a distance of 600.01 feet; thence  
N89°42'12"E a distance of 177.00 feet; thence  
N00°02'01"W a distance of 160.00 feet; thence  
N89°42'12"E a distance of 230.00 feet; thence  
S00°02'01"E a distance of 760.01 feet; thence  
S89°42'12"W a distance of 400.00 feet to the POINT OF BEGINNING.

Said tract contains 278,901 Sq Ft or 6.40 Acres, more or less.

MASTER DEVELOPMENT PLAN

OF  
**BETHANY VILLAGE**

A PART OF THE SE/4 OF SECTION 17, T12N, R4W, I.M.  
BETHANY, OKLAHOMA COUNTY, OKLAHOMA

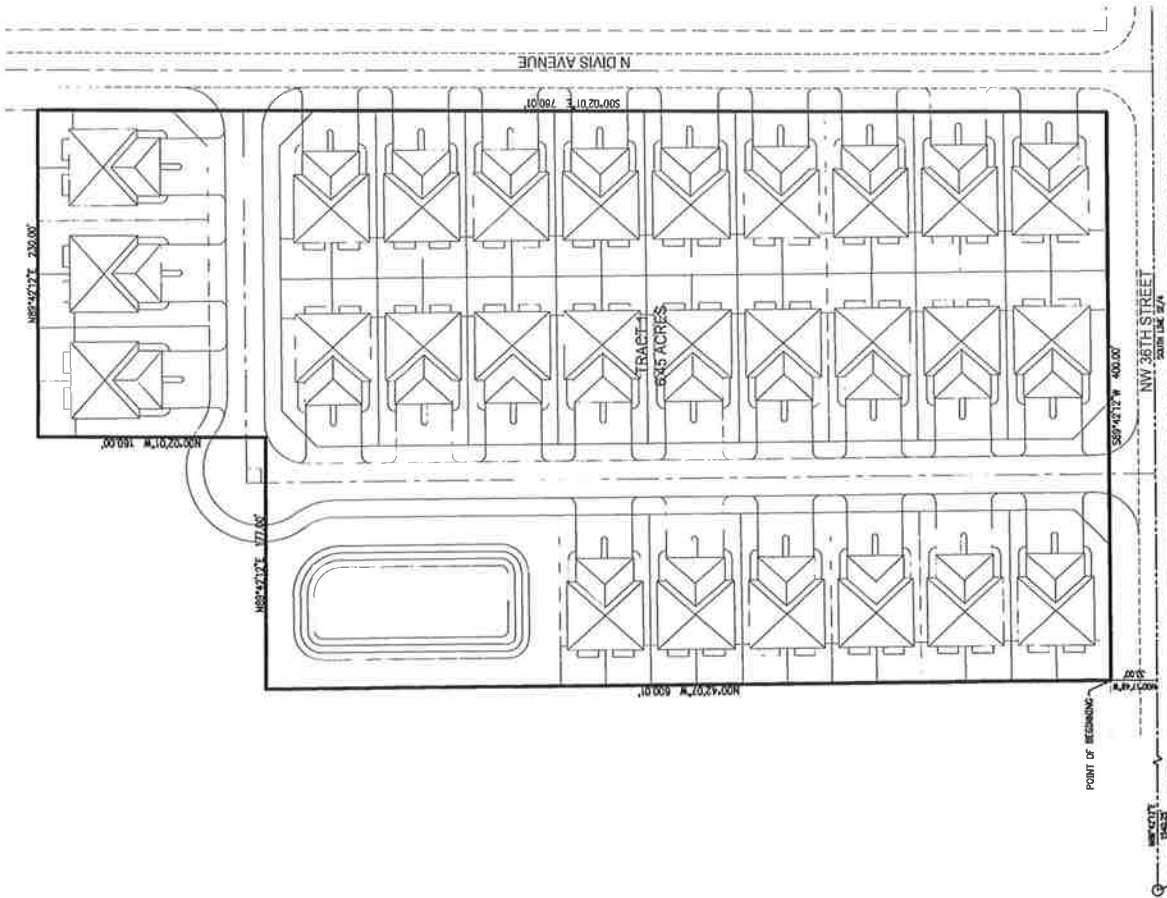
E O H I O I T C



LOCATION MAP  
SECTION 17



SCALE: 1" = 40'



**PROJECT OWNER AND DEVELOPER:**  
Midland Contracting  
22485 Lady Terrace  
Midland, Oklahoma  
73025  
Email: midland@craftontool.com

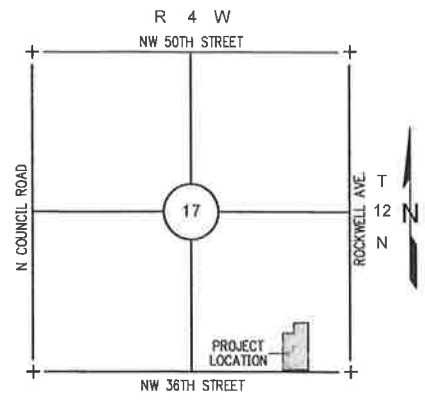
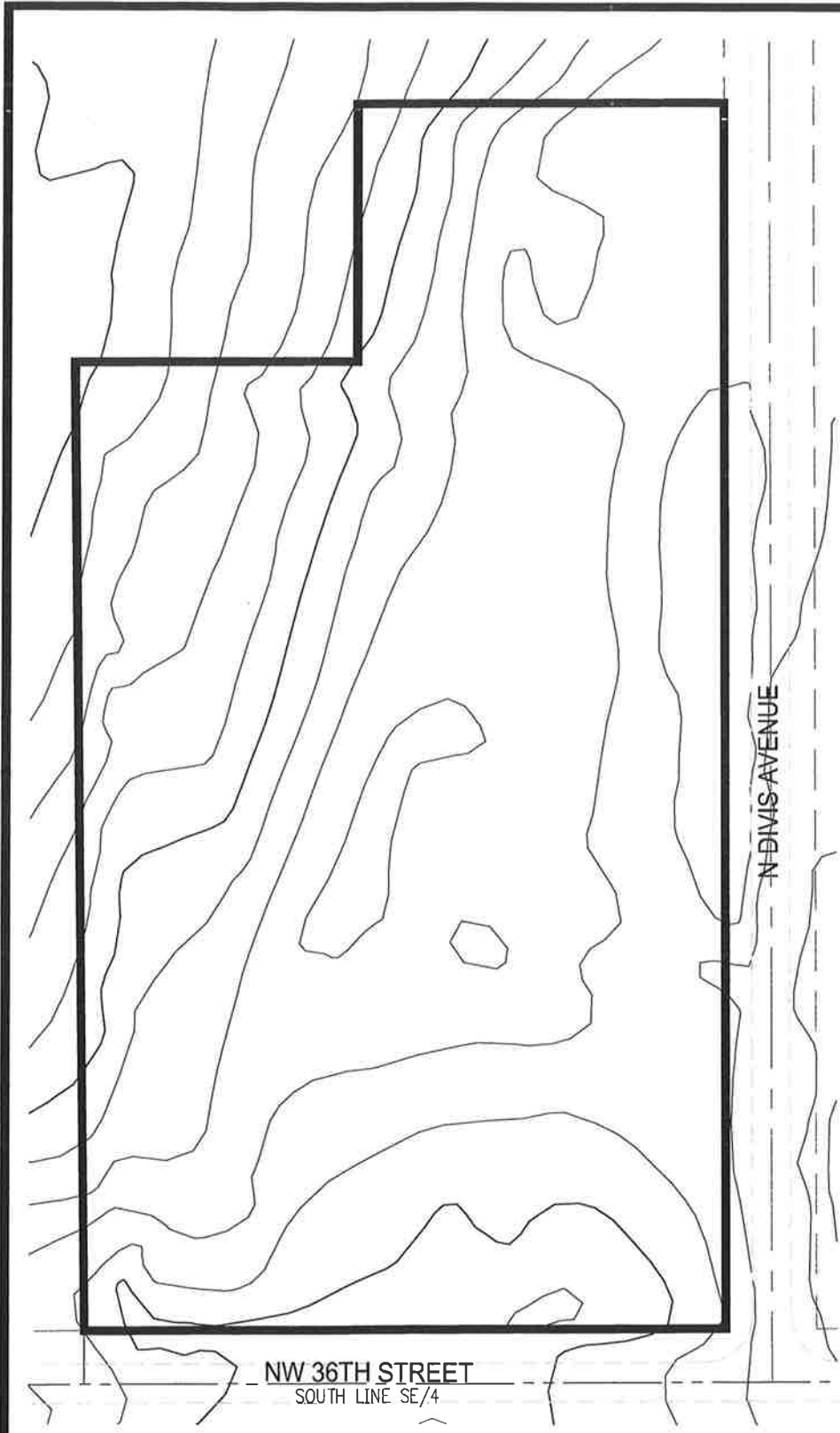
**LEGAL DESCRIPTION**  
A tract of land situated within the Southwest Quarter SE/4 of Section 17, Township 12 North, Range 4 West, I.M. Bethany, Oklahoma County, Oklahoma, and being more particularly described as follows:  
COMMENCING at the Southeast corner of said SE/4, thence  
N00°00'00"W along the South 1/4 of said SE/4 to the POINT OF BEGINNING, thence  
N89°42'17"W a distance of 400.00' to  
N89°42'17"E a distance of 171.00' to  
N00°00'00"W a distance of 180.00' to  
S00°00'00"W a distance of 780.01' to  
S89°42'17"W a distance of 400.00' to the POINT OF BEGINNING.  
Said tract contains 278,001 Sq. Ft. or 6.39 Acres, more or less.

MASTER DEVELOPMENT PLAN  
OF  
BETHANY VILLAGE

Scale: 1" = 40'

Crafton Tool  
10000 N. Oklahoma Blvd.  
Midland, Oklahoma 73025  
Phone: 405.433.4444  
www.craftontool.com

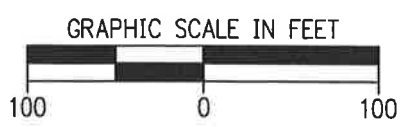
SHEET NO.: 1 OF 1  
DATE: 03/19/20  
PROJECT NO.: 20602600



LOCATION MAP  
SCALE: 1" = 3000'



SCALE: 1" = 100'



BETHANY VILLAGE -- TOPOGRAPHIC MAP -- EXHIBIT C

300 Paintle Parkway Blvd.  
Yukon, Oklahoma 73099



**Crafton Tull**  
architecture | engineering | surveying  
405.787.6270 | 405.787.6276 |  
www.craftontull.com

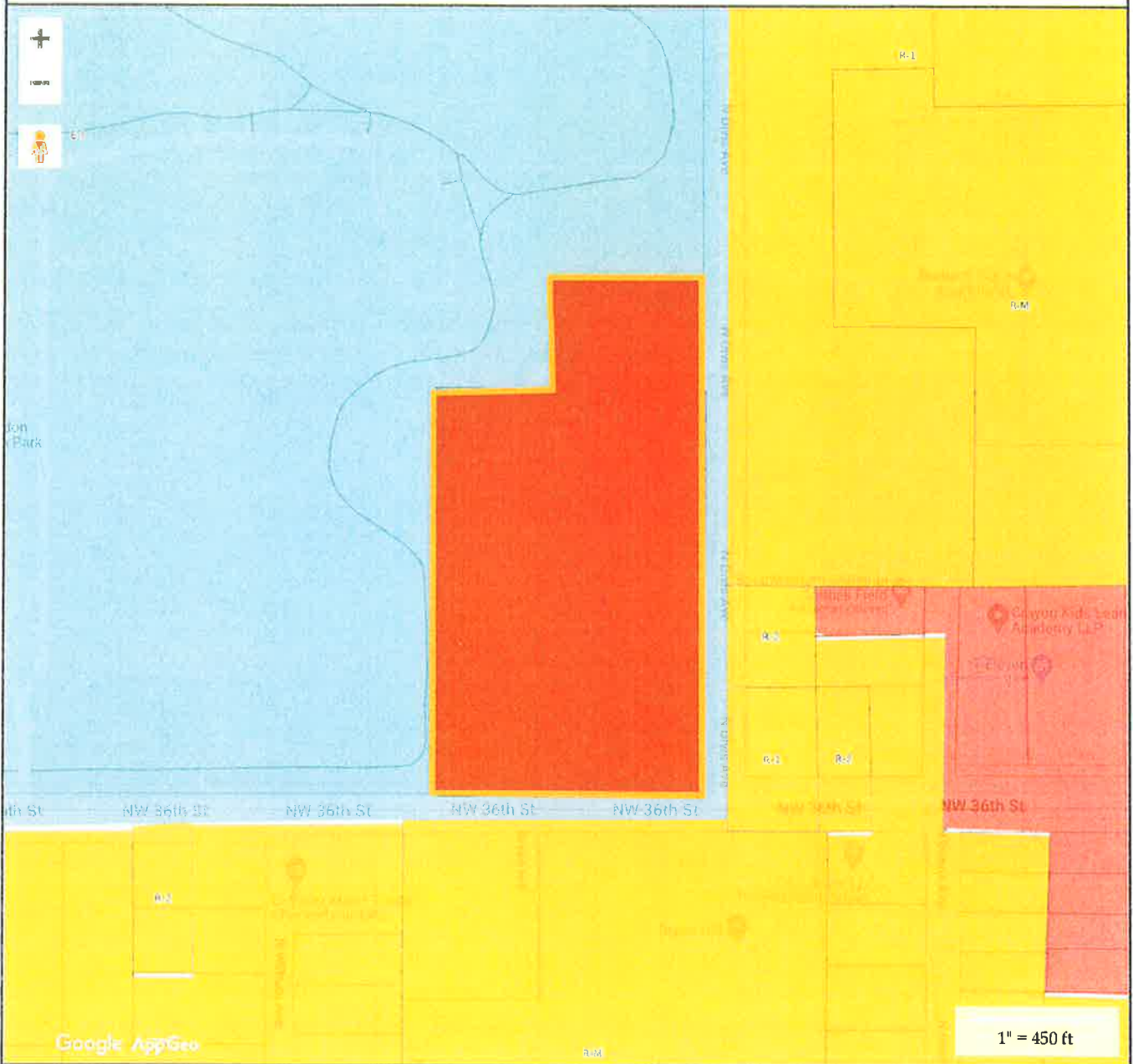
SHEET NO.: 1 of 1  
DATE: 03/18/20  
PROJECT NO.: 20602600







# PC 23-13 Zoning Map



### ZONING CODE LEGEND

V	IH
CBD	IR
C-G	PUD
C-UI	PRD
C-S	R-1
C-N	R-2
C-O	R-3
C-R	RM-O
E-1	RTH

**MAP FOR REFERENCE ONLY  
NOT A LEGAL DOCUMENT**

Bethany, Oklahoma makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

**Print map scale is approximate.  
Critical layout or measurement  
activities should not be done using  
this resource.**

## NOTICE OF PUBLIC HEARING

On November 2, 2023, at 7:00 p.m. the Bethany Planning and Zoning Commission will, during its regular session, hold a public hearing at Bethany City Hall at 6700 NW 36<sup>th</sup> St., Bethany, OK 73008 for the following: Consider a request by Frank McLendon, applicant & property owner, for an amendment to the PUD at the NW corner of NW 36<sup>th</sup> Street & N Divis Avenue.

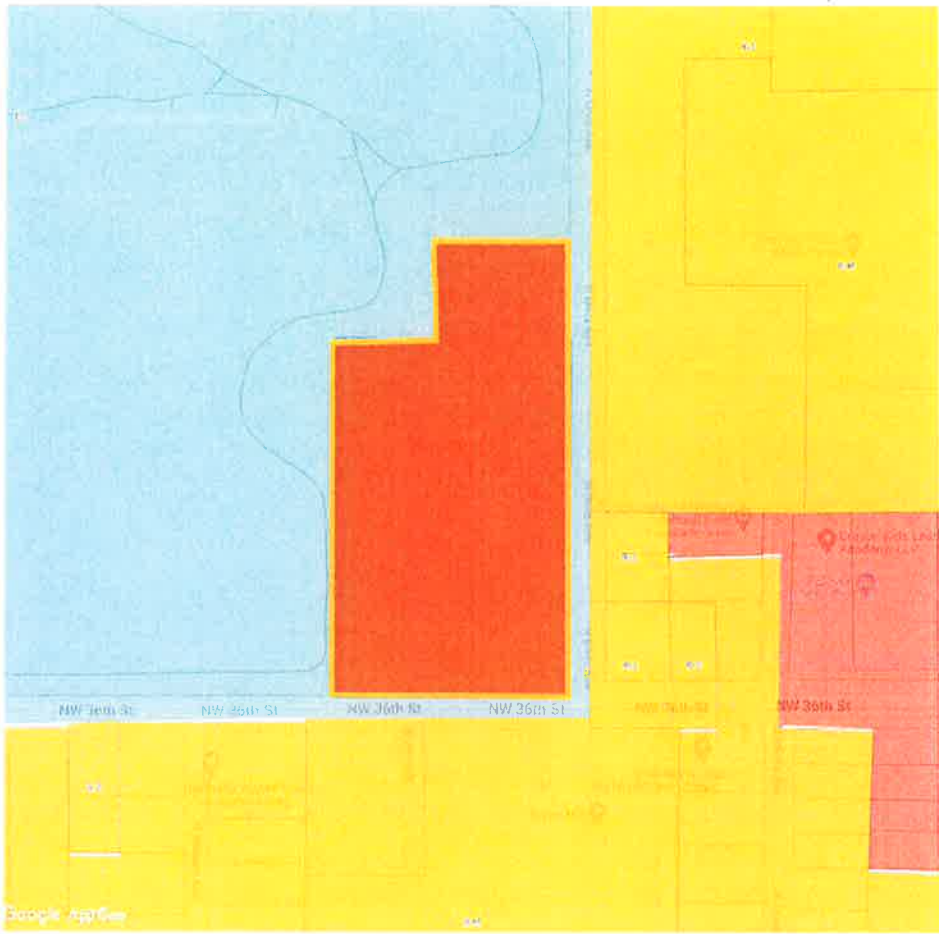
Following the public hearing the Bethany Planning & Zoning Commission will vote on the request and forward a recommendation to the Bethany City Council, which in turn will hear this case on November 14, 2023, at 6:30 p.m. After this meeting, there will be a second public hearing with the Bethany City Council, and a vote to approve or deny the request will be held.

The City of Bethany encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

### LEGAL DESCRIPTION:

Sect 17-T12N-R4W Qtr SE (I.M.) Bethany, Oklahoma  
County, Oklahoma; said tract being more particularly described as follows:  
COMMENCING at the Southwest corner of said SE/4; thence  
N89°42'12"E along the South line of said SE/4 a distance of 1540.25 feet; thence  
N00°17'48"W a distance of 33.00 feet to the POINT OF BEGINNING; thence  
N00°42'07"W a distance of 600.01 feet; thence  
N89°42'12"E a distance of 177.00 feet; thence  
N00°02'01"W a distance of 160.00 feet; thence  
N89°42'12"E a distance of 230.00 feet; thence  
S00°02'12"W a distance of 400.00 feet to the POINT OF BEGINNING

Said tract contains 278,901 square feet or 6.40 Acres, more or less.



# BETHANY

Oklahoma

*Department of Planning & Community Development*

October 9, 2023

**NOTICE OF HEARING**

**PLANNING & ZONING COMMISSION  
AND CITY COUNCIL**

Dear Property Owner:

This notice is to inform you that a neighboring property owner has filed an application with the Bethany Department of Planning & Community Development for an amendment to the Planned Unit Development (PUD) at the NW corner of NW 36th Street and N Divis Avenue. All PUD amendments within the city limits are reviewed by the Planning and Zoning Commission at a public hearing to determine whether the proposal is in conformity with the Comprehensive Plan for the City of Bethany.

We would like to emphasize that the Planning and Zoning Commission does not make the final decision on whether or not to approve the application; it simply makes recommendations on zoning & special permit matters to the City Council. The final decision is made by the City Council in a second hearing.

Attached to this notice is information on the hearing dates, the location of the property, and the zoning of the property. During the public hearings, the applicant for the zoning change presents his case, and all interested property owners in the surrounding area are invited to appear and state whether they are for or against the proposal.

Your participation in these proceedings can affect the outcome.

If you have any questions regarding this notice, please contact the Community Development Director. Call (405) 789-6005.

**SECRETARY,  
PLANNING AND ZONING COMMISSION**

## AMENDMENT CASE INFORMATION

### A. Amendment Proposal

1. Case No.: PC 23-13
2. Location of Property: NW Corner of NW 36th ST & N Divis Ave., Bethany, OK
3. Legal Description: See Item E.
4. Present Zoning: PUD (Planned Unit Development).
5. Applicant's Request: Grant an amendment which would change the rear setbacks of the property from 15 feet to 10 feet on Lots 1-18, Block 3.

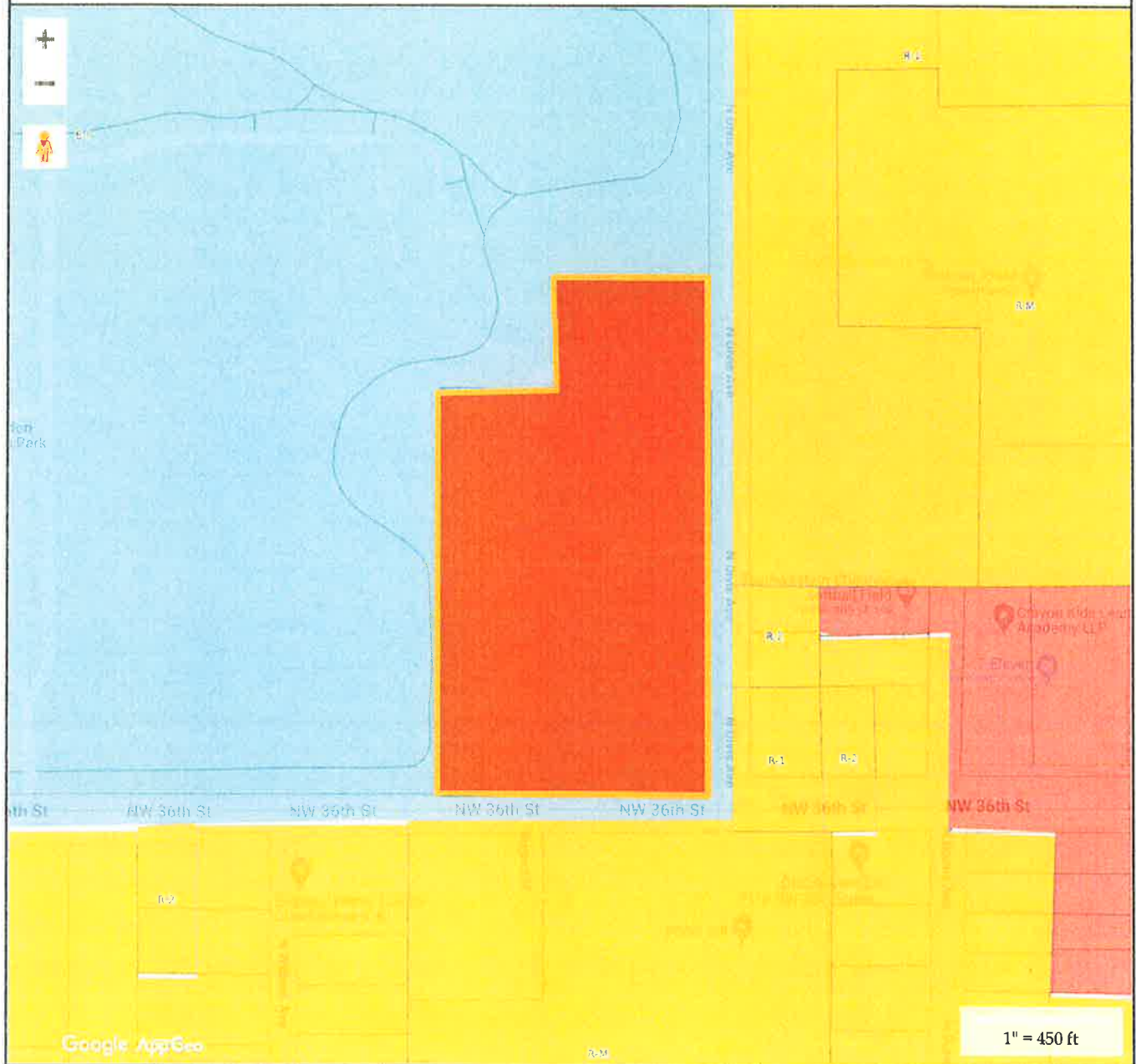
### B. Hearing Schedule

1. The Planning and Zoning Commission hearing on the proposed rezoning will be held on **November 2, 2023** at 7:00 P.M. At this hearing, any interested citizen will have the opportunity to speak to the Commission concerning the proposed zoning change. The Commission will vote on whether to recommend approval or disapproval of the proposed rezoning. **IF YOU HAVE AN OPINION ON THE APPLICATION, YOU SHOULD ATTEND THIS HEARING.**
2. The City Council Hearing will be held on **November 14, 2023** at 6:30 P.M. At this hearing, any interested citizens will have the opportunity to speak to the City Council concerning the request. The City Council will vote either to adopt or reject the proposed rezoning ordinance. **IF YOU HAVE AN OPINION ON THE APPLICATION, YOU SHOULD ATTEND THIS MEETING.**

### C. Location of Hearings

Both the Planning and Zoning Commission and City Council hearings will be held in the Bethany City Hall Council Chamber located at 6700 NW 36th St.

### PC 23-13 Zoning Map



**ZONING CODE LEGEND**

A	HI
CSD	I-R
C-G	PUD
C-H	PRD
C-S	R-1
C-N	R-2
C-D	R-M
C-R	RMF
I-C	RUP

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E. Legal Description

BETHANY VILLAGE

A tract of land situated within the Southeast Quarter (SE/4) of section Seventeen (17), Township Twelve North (T12N), Range Four West (R4W) of the Indian Meridian (I.M.), Bethany, Oklahoma County, Oklahoma; said tract being more particularly described as follows:

COMMENCING at the Southwest corner of said SE/4; thence  
N89°42'12"E along the South line of said SE/4 a distance of 1540.25 feet; thence  
N00°17'48"W a distance of 33.00 feet to the POINT OF BEGINNING; thence

N00°42'07"W a distance of 600.01 feet; thence  
N89°42'12"E a distance of 177.00 feet; thence  
N00°02'01"W a distance of 160.00 feet; thence  
N89°42'12"E a distance of 230.00 feet; thence  
S00°02'12"W a distance of 400.00 feet to the POINT OF BEGINNING

Said tract contains 278,901 square feet or 6.40 Acres, more or less.

**BETHANY CITY COUNCIL**

From: Elizabeth A. Gray, City Manager  
Date: November 13, 2023  
Subject: Consideration and possible action authorizing Oklahoma Municipal Assurance Group (OMAG) to apply our Workers' Compensation Plan Escrow Credit Balance of \$18,623.02 toward our 2024-2025 premium renewal

BACKGROUND

The Oklahoma Municipal Assurance Group (OMAG) refunds Cities when we do not use all our loss fund. The current escrow account balance with OMAG is \$18,623.02.

In the past we have always authorized OMAG to apply the escrow account back to our account to be used for next year's costs. This money can be used for Workers' Comp, Property Insurance, or General Liability & Auto. The money can also be returned to our General Fund if we request it.

RECOMMENDATION

1. Staff recommends applying the escrow amount to be used for next year's premiums.

ADDITIONAL COMMENTS





October 23, 2023

Lesa Lamar  
City of Bethany  
P.O. Box 219  
Bethany, OK 73008-0219

Re: Return from the 2020-2021 OMAG Workers' Compensation Plan Year

Dear Ms. Lamar:

**CONGRATULATIONS!** As a result of favorable workers' compensation claims activity by the **City of Bethany**, your municipality is receiving a return from the Loss Fund deposited with the Oklahoma Municipal Assurance Group (OMAG) for the 2020-2021 Workers' Compensation Plan Year. OMAG's Board of Trustees has authorized the return to the of the unused portion of its Fiscal Year 2020-2021 Loss Fund in the amount of **\$18,623.02**. This amount has been transferred to your Escrow Account. Your current Escrow Account balance is **\$18,623.02** and can be used at any time upon your written request accompanied by a copy of the minutes of your governing body authorizing the distribution of the Escrow Account funds.

This year, **\$2.4 million** is being returned to **218** OMAG Workers' Compensation Plan members. In the first **38 years** of the Plan, it has returned over **\$65 million**. We hope you will share this good news with your governing body, staff, citizens and neighboring municipalities.

This return is subject to the condition that upon receipt of the amount stated above, which is a conditional distribution of the whole or part of the Member's Loss Fund paid to OMAG for the 2020-2021 Fiscal Year, the Plan member may be liable for the whole or part of said amount to OMAG for benefits payable under the Oklahoma Workers' Compensation Act, 85 O.S. § 1, *et seq.*, contingent upon notification to OMAG by CompSource Mutual Insurance Company (CompSource) that benefits are due and payable for claims against the Plan member made for the Fiscal Year. Upon notice by CompSource to OMAG as described above, the Plan member shall make payment to OMAG within sixty (60) days from receipt of written notice of the payment due OMAG. In the event the Plan member fails to make payment to OMAG, the Plan member authorizes OMAG to debit the amount due from the Plan Member's Escrow Account.

***Congratulations, again! Keep up the good work.***

Sincerely,

Tina Kliewer, CISR  
Workers' Compensation Program Manager

RESOLUTION NO. 1684

**A RESOLUTION AUTHORIZING OMAG TO DISTRIBUTE ESCROW ACCOUNT FUNDS**

**WHEREAS**, the City of Bethany desires to send a request to OMAG:

Return of Escrow Account Funds in the amount of \$ \_\_\_\_\_, or

Apply Escrow Account Funds in the amount of \$ \_\_\_\_\_ to the  
Workers' Compensation / Property / GL&Auto (circle one or more of the previous policy types)  
Policy premium. Please indicate which plan and amount you want to apply the funds.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF BETHANY,  
OKLAHOMA** that we approve Resolution No. 1684 and authorize the request of return.

**APPROVED BY THE BOARD OF COMMISSIONERS FOR THE CITY OF BETHANY,**

**THIS 21ST DAY OF NOVEMBER, 2023**

\_\_\_\_\_  
**NIKKI LLOYD, Mayor**

Attest:

\_\_\_\_\_  
(Municipal Official)  
City of Bethany

**CITY OF BETHANY**

**From:** Elizabeth A. Gray, City Manager  
**Date:** November 21, 2023  
**Subject:** Architect recommendation for Contract Amendment No. 2 to include Phase 2A for Fire Station Addition - GO Bond Proposition 3A

**BACKGROUND**

This item comes to council to approve Contract Amendment No. 2 with Lippert Brothers Construction for phase 2A for the fire station remodel in the amount of \$142,015.

**HISTORY:** As a result of the successful 2022, G.O. Bond election the City of Bethany is now ready to begin the project on the Fire Station Addition, Proposition 3A. This project is being built as a construction manager project with Troy Rhodes, Architect and Lippert Brothers Construction as construction manager.

On October 17, 2023, Council received a report that bids came in higher than anticipated and the architect recommends proceeding with bid packages 1 and 1A. Bids include HVAC, electrical, insulation, sheetrock, and plumbing. Council approved the recommendation. Council was also informed that bid packages 1B, 1C and 1D will be completed when funds become available. These packages include millwork, flooring, appliances, and sod.

On November 7, 2023, the contract with Lippert Brothers Construction for Bid packages 1 and 1A was approved by Council in the amount of \$1,019,504.18.

The construction manager has identified portions of bid packages 1B, 1C and 1D that are now included in Phase 2A in the amount of \$142,015 to finalize project systems. The total project cost is now \$1,161,519.18. The construction manager has additionally finalized costs for Phase 2B which includes the remainder of bid packages 1B, 1C and 1D in the amount of \$195,093 to complete the project as originally bid, when funds are available.

**RECOMMENDATION**

1. Approval to accept Contract Amendment No. 2 for Lippert Brothers Construction for Phase 2A in the amount of \$142,015.00 for the G. O. Bond Proposition 3A-Bethany Fire Station Addition project and authorize the mayor to sign the contract document on behalf of the City of Bethany.



**ADDITIONAL COMMENTS**

Funding for Amendment No. 2 will come from project engineering funds.

Attachment C - Bethany Fire Station Additon Phase 2A Building Finish-Out

BETHANY FIRE STATION ADDITION  
 CITY OF BETHANY  
 BETHANY, OKLAHOMA

CONSTRUCTION MANAGER: LIPPERT BROS., INC.

ARCHITECT: TROY D. RHODES & COMPANY, INC.



**BETHANY FIRE STATION ADDITION  
 PHASE 2A - BUILDING FINISH-OUT  
 BID SUMMARY TOTAL - Bid Date: 9/14/2023**

11/15/2023

<b>BASE BID - BID PACKAGE TOTALS</b>	<b>Bid Results</b>
GENERAL REQUIREMENTS	\$25,459.63
BID PACKAGE #06.3 - MILLWORK	\$53,189.50
BID PACKAGE #08.1 - FLUSH WOOD DOORS	\$1,593.75
BID PACKAGE #08.2 - FINISH HARDWARE	\$2,418.75
BID PACKAGE #09.1 - TILING	\$13,422.00
BID PACKAGE #09.3 - BED, TAPE AND PAINT	\$22,300.00
BID PACKAGE #10.0 - MISC. SPECIALTIES - SIGNAGE & PLAQUES	\$850.00
BID PACKAGE #11.0 - RESIDENTIAL APPLIANCES	\$1,900.00
BID PACKAGE #32.2 - SOLID SLAB SODDING	\$6,000.00
<b>SUBTOTAL</b>	<b>\$127,133.63</b>
PROFESSIONAL LIABILITY INSURANCE	\$127.13
SUBCONTRACTOR GENERAL LIABILITY INSURANCE	\$174.27
BUILDERS RISK INSURANCE	\$172.04
<b>SUBTOTAL</b>	<b>\$127,607.07</b>
CM P&P BONDS	\$0.00
CONTINGENCY - LSM	\$4,500.00
CM FEE - 7.5%	\$9,908.03
<b>BASE BID TOTAL</b>	<b>\$142,015.10</b>

Attachment D - Bethany Fire Station Addition Phase 2B Building Finish-Out

BETHANY FIRE STATION ADDITION  
 CITY OF BETHANY  
 BETHANY, OKLAHOMA

CONSTRUCTION MANAGER: LIPPERT BROS., INC.

ARCHITECT: TROY D. RHODES & COMPANY, INC.



**BETHANY FIRE STATION ADDITION  
 PHASE 2B - BUILDING FINISH-OUT  
 BID SUMMARY TOTAL - Bid Date: 9/14/2023**

11/15/2023

<b>BASE BID - BID PACKAGE TOTALS</b>	<b>Bid Results</b>
<b>GENERAL REQUIREMENTS</b>	\$37,000.00
<b>BID PACKAGE #06.3 - MILLWORK - Balance</b>	\$76,810.50
<b>BID PACKAGE #08.1 - FLUSH WOOD DOORS - Balance</b>	\$6,906.25
<b>BID PACKAGE #08.2 - FINISH HARDWARE - Balance</b>	\$10,481.25
<b>BID PACKAGE #08.4 - ACCESS DOORS &amp; WALL PROTECTION</b>	\$3,350.00
<b>BID PACKAGE #09.2 - RESILIENT FLOORING &amp; BASE &amp; TILE CARPETING</b>	\$32,020.00
<b>BID PACKAGE #09.3 - BED, TAPE AND PAINT - Balance</b>	\$5,500.00
<b>BID PACKAGE #10.1 - MISC. SPECIALTIES - TOILET, LAUNDRY &amp; JAINTORIAL ACCESSORIES</b>	\$3,700.00
<b>BID PACKAGE #10.2 - MISC. SPECIALTIES - FIRE PROTECTION SPECIALTIES</b>	\$560.00
<b>SUBTOTAL</b>	<b>\$176,328.00</b>
<b>PROFESSIONAL LIABILITY INSURANCE</b>	\$176.33
<b>SUBCONTRACTOR GENERAL LIABILITY INSURANCE</b>	\$238.81
<b>BUILDERS RISK INSURANCE</b>	\$238.60
<b>SUBTOTAL</b>	<b>\$176,981.74</b>
<b>CM P&amp;P BONDS</b>	\$0.00
<b>CONTINGENCY - LSM</b>	\$4,500.00
<b>CM FEE - 7.5%</b>	\$13,611.13
<b>BASE BID TOTAL</b>	<b>\$195,092.87</b>

**City of Bethany General Fund**  
**Statement of Revenues and Expense**  
**October 2023**

AGENDA: 11/21/2023  
ITEM: 15 (A)

**Revenues**

	<b>2023-2024</b>	<b>October</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>Budget</b>
	<b>Annual Budget</b>	<b>Revenue</b>	<b>Revenue</b>	<b>Percentage of Budget</b>	<b>Remaining</b>
SALES TAX 82.5% DEDICATED	4,915,581.00	434,347.00	1,698,033.00	34.54%	3,217,548.00
USE TAX REVENUE	1,340,722.00	131,339.00	493,425.00	36.80%	847,297.00
HOTEL TAX REVENUE	53,583.00	4,311.00	19,969.00	37.27%	33,614.00
CABLE FRANCHISE TAX REVENUE	105,852.00	0.00	0.00	0.00%	105,852.00
PHONE FRANCHISE TAX REVENUE	24,038.00	24.00	29,724.00	123.65%	-5,686.00
UTILITY FRANCHISE TAX REVENUE	751,061.00	78,377.00	312,359.00	41.59%	438,702.00
OCCUPATIONAL LICENSE REVENUE	28,119.00	2,588.00	19,262.00	68.50%	8,857.00
BUILDING PERMIT REVENUE	28,246.00	2,718.00	21,084.00	74.64%	7,162.00
INSPECTION PERMIT REVENUE	33,446.00	4,538.00	25,060.00	74.93%	8,386.00
ZONING PERMITS	1,094.00	0.00	0.00	0.00%	1,094.00
ANIMAL LICENSE REVENUE	0.00	20.00	197.00	0.00%	-197.00
ABATEMENT REVENUE	0.00	669.00	3,070.00	0.00%	-3,070.00
MOTOR FUEL TAX REVENUE	37,049.00	3,207.00	12,579.00	33.95%	24,470.00
COMMERCIAL VEH TAX REVENUE	139,694.00	13,060.00	42,141.00	30.17%	97,553.00
CIGARETTE TAX REVENUE	42,592.00	3,501.00	13,028.00	30.59%	29,564.00
ALCOHOL BEVERAGE TAX REVENUE	57,391.00	4,278.00	18,227.00	31.76%	39,164.00
ACCOUNTING SERVICE REVENUE	26,400.00	6,600.00	19,800.00	75.00%	6,600.00
EMERGENCY MEDICAL CALL SVC FEE	279,415.00	23,395.00	93,646.00	33.52%	185,769.00
STORMWATER COMPLIANCE FEE	323,352.00	27,012.00	108,102.00	33.43%	215,250.00
CEMETARY LOT SALES REVENUE	34,200.00	0.00	2,750.00	8.04%	31,450.00
MINERAL RIGHTS & ROYALTIES REV	34,853.00	1,364.00	3,986.00	11.44%	30,867.00
POLICE FINES & COURT COST REV	813,252.00	56,227.00	229,276.00	28.19%	583,976.00
INTEREST INCOME	13,515.00	1.00	12,236.00	90.54%	1,279.00
MISCELLANEOUS REVENUE	108,290.00	24,351.00	46,717.00	43.14%	61,573.00
REIMBURSEMENT REVENUE	30,386.00	1,755.00	10,228.00	33.66%	20,158.00
CREDIT CARD FEES	102,913.00	8,792.00	34,244.00	33.27%	68,669.00
GRANT REVENUE	134,000.00	0.00	14,624.00	10.91%	119,376.00
OMAG REFUNDS	0.00	0.00	0.00	0.00%	0.00
ECONOMIC DEV PROMO & EVENT RE	0.00	0.00	120.00	0.00%	-120.00
OMAG WORKER'S COMP REFUNDS	48,483.00	1,101.00	7,824.00	16.14%	40,659.00
<b>Total Revenues</b>	<b>9,507,527.00</b>	<b>833,575.00</b>	<b>3,291,711.00</b>	<b>34.62%</b>	<b>6,215,816.00</b>
<b>Transfers In</b>	<b>2,328,894.00</b>	<b>179,167.00</b>	<b>716,668.00</b>	<b>30.77%</b>	<b>1,612,226.00</b>
<b>Total Revenues and Transfers In</b>	<b>11,836,421.00</b>	<b>1,012,742.00</b>	<b>4,008,379.00</b>	<b>33.86%</b>	<b>7,828,042.00</b>



**Expenses**

	<b>2023-2024 Annual Budget</b>	<b>October Expenses</b>	<b>Year to Date Expenses</b>	<b>Year to Date Percentage of Budget</b>	<b>Budget Remaining</b>
01.0-MANAGEMENT	1,039,918.00	56,331.00	310,587.00	29.87%	729,331.00
02.0-FINANCE	429,104.00	28,647.00	145,403.00	33.89%	283,701.00
03.0-MUNICIPAL COURT	620,081.00	38,088.00	158,554.00	25.57%	461,527.00
04.0-ENGINEERING	351,000.00	0.00	0.00	0.00%	351,000.00
05.0-POLICE	4,699,604.00	348,199.00	1,388,994.00	29.56%	3,310,610.00
06.0-FIRE	2,910,684.00	330,278.00	920,307.00	31.62%	1,990,377.00
07.0-COMMUNITY DEV	620,108.00	36,169.00	153,154.00	24.70%	466,954.00
08.1-PW ADMIN	190,503.00	11,503.00	46,021.00	24.16%	144,482.00
08.2-STREETS	1,215,182.00	50,962.00	439,751.00	36.19%	775,431.00
08.4-FLEET MAINT	133,624.00	5,686.00	23,320.00	17.45%	110,304.00
08.5-PARKS	600,557.00	31,218.00	143,065.00	23.82%	457,492.00
98.0-CONTINGENCY	606,000.00	0.00	0.00	0.00%	606,000.00
<b>TOTAL EXPENDITURES</b>	<b>13,416,365.00</b>	<b>937,081.00</b>	<b>3,729,156.00</b>	<b>27.80%</b>	<b>9,687,209.00</b>
<b>Transfers Out</b>	<b>515,000.00</b>	<b>35,000.00</b>	<b>388,000.00</b>	<b>75.34%</b>	<b>0.00</b>
<b>Total Expenses and Transfers Out</b>	<b>13,931,365.00</b>	<b>972,081.00</b>	<b>4,117,156.00</b>	<b>29.55%</b>	<b>9,687,209.00</b>
<b>Revenues over (under) expenses</b>	<b>-2,094,944.00</b>	<b>40,661.00</b>	<b>-108,777.00</b>	<b>5.19%</b>	<b>-1,859,167.00</b>

**Bethany Public Works Authority**  
**Statement of Revenues and Expenses**  
**October 2023**

**Revenues**

	<b>2023-2024 Annual Budget</b>	<b>October Revenue</b>	<b>Year to Date Revenue</b>	<b>Year to Date Percentage of Budget</b>	<b>Budget Remaining</b>
RESIDENTIAL PENALTY REVENUE	155,328.00	12,168.00	64,475.00	41.51%	90,853.00
COMMERCIAL PENALTY REVENUE	60,000.00	1,293.00	7,282.00	12.14%	52,718.00
SOLID WASTE REVENUE	2,985,427.00	251,350.00	1,021,790.00	34.23%	1,963,637.00
WATER REVENUE	4,005,487.00	388,391.00	1,403,577.00	35.04%	2,601,910.00
WATER TAP REVENUE	2,513.00	-438.00	45,222.00	1799.52%	-42,709.00
SEWER REVENUE	3,025,164.00	243,543.00	961,925.00	31.80%	2,063,239.00
SEWER TAP REVENUE	257.00	100.00	2,700.00	1050.58%	-2,443.00
INTEREST INCOME	116,187.00	13,248.00	111,438.00	95.91%	4,749.00
LEASE REVENUE	149,091.00	54,006.00	75,362.00	50.55%	73,729.00
SCRAP METAL REVENUE	0.00	463.00	1,218.00	0.00%	-1,218.00
MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00%	0.00
*** TOTAL REVENUE ***	10,499,454.00	964,124.00	3,694,989.00	35.19%	6,804,465.00
<b>Total Revenues and Transfers In</b>	10,499,454.00	964,124.00	3,694,989.00	35.19%	6,804,465.00

**Expenses**

	<b>2023-2024 Annual Budget</b>	<b>October Expenses</b>	<b>Year to Date Expenses</b>	<b>Year to Date Percentage of Budget</b>	<b>Budget Remaining</b>
02.0-BPWA FINANCE	515,597.00	40,494.00	167,402.00	32.47%	348,195.00
08.1-BPWA ADMIN	200,503.00	12,458.00	49,965.00	24.92%	150,538.00
08.3-BPWA SANITATION	2,169,976.00	117,203.00	402,443.00	18.55%	1,767,533.00
08.4-BPWA FLEET MAINT	133,624.00	575.00	10,284.00	7.70%	123,340.00
12.0-BPWA WATER PLANT	2,167,158.00	89,941.00	591,673.00	27.30%	1,575,485.00
12.1-BPWA WATER LINE	484,500.00	26,979.00	144,548.00	29.83%	339,952.00
12.2-BPWA SEWER LINE	2,232,400.00	10,095.00	366,886.00	16.43%	1,865,514.00
97.0-DEBT SERVICE INTERST EXP	250,000.00	14,673.00	86,212.00	34.48%	163,788.00
98.0-CONTINGENCY	250,000.00	0.00	0.00	0.00%	250,000.00
99.0-TRANSFERS OUT	2,150,000.00	179,167.00	716,668.00	33.33%	1,433,332.00
<b>Total Expenses and Transfers Out</b>	10,553,758.00	491,585.00	2,536,081.00	24.03%	8,017,677.00
<b>DEBT SERVICE PRINCIPAL</b>	1,115,614.00	78,333.00	455,496.00	40.83%	660,118.00
<b>Revenues over (under) Expenses/Debt Service</b>	-1,169,918.00	394,206.00	703,412.00	-60.12%	-1,873,330.00

**City of Bethany**  
**Capital Improvement Fund**  
**Statement of Revenue And Expense**  
**October 2023**

**Revenues**

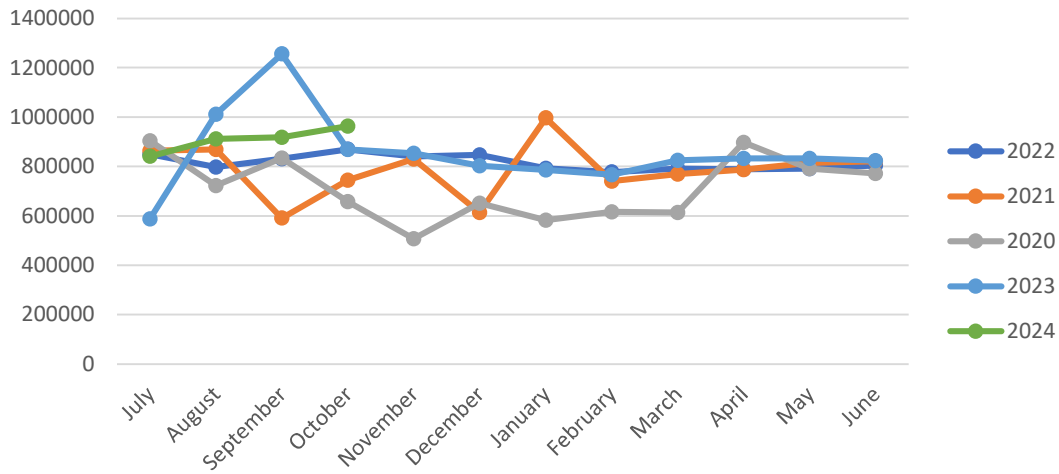
	<b>2023-2024 Annual Budget</b>	<b>October Revenue</b>	<b>Year to Date Revenue</b>	<b>Year to Date Percentage of Budget</b>	<b>Budget Remaining</b>
SALES TAX 17.5% DEDICATED	1,123,120.00	92,134.00	360,189.00	32.07%	762,931.00
INTEREST REVENUE	1,438.00	0.00	1,215.00	84.49%	223.00
TRANSFER FROM GF	648,613.00	35,000.00	388,000.00	59.82%	260,613.00
MISCELLANEOUS REVENUE	365,289.00	0.00	365,289.22	100.00%	-0.22
GRANT REVENUE	609,161.00	195,714.00	315,714.00	0.00%	293,447.00
<b>Total Revenue</b>	<b>2,747,621.00</b>	<b>322,848.00</b>	<b>1,430,407.22</b>	<b>52.06%</b>	<b>1,317,213.78</b>

**Expenses**

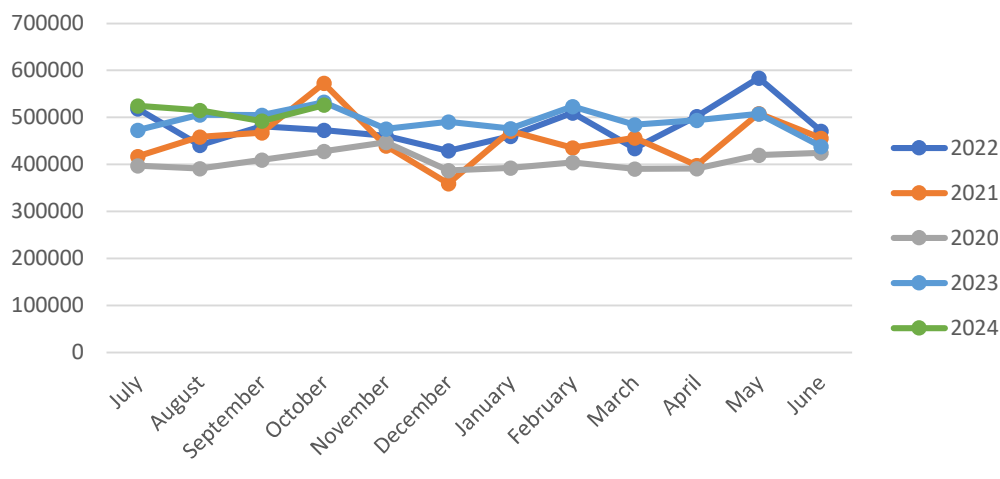
	<b>2023-2024 Annual Budget</b>	<b>October Expenses</b>	<b>Year to Date Expenses</b>	<b>Year to Date Percentage of Budget</b>	<b>Budget Remaining</b>
Capital Projects					
RIPPER PARK POOL	85,000.00	0.00	0.00	0.00%	85,000.00
CDBG GRANT MATCH	293,463.00	10,639.00	223,334.00	76.10%	70,129.00
31ST STREET LIFT STATION	231,000.00	0.00	0.00	0.00%	231,000.00
FIRE TRUCK LEASE PAYMENT	85,000.00	0.00	0.00	0.00%	85,000.00
SANITATION TRUCK	243,623.00	0.00	0.00	0.00%	243,623.00
CRRSAA ROCKWELL PROJECT	700,000.00	6,672.00	32,784.00	4.68%	667,216.00
CITY HALL HVAC REPLACEMENT	60,000.00	0.00	0.00	0.00%	60,000.00
PW 1/2 TON TRUCK W/ TOMMY LIF	36,000.00	0.00	0.00	0.00%	36,000.00
STREETS 1 TON TRUCK W/ DUMP	60,035.00	0.00	0.00	0.00%	60,035.00
DISPATCH CONSOLE	95,000.00	0.00	0.00	0.00%	95,000.00
PW MINI TRAC LOADER	29,000.00	0.00	0.00	0.00%	29,000.00
ODOT/SNU PROJECT	507,402.00	507,402.00	507,402.00	100.00%	0.00
REPLACEMENT DUMPSTERS	54,900.00	0.00	0.00	0.00%	54,900.00
COMM. DEV. TRUCK	40,000.00	0.00	38,461.00	96.15%	1,539.00
PD HVAC	20,000.00	0.00	0.00	0.00%	20,000.00
PW ZTR MOWER	20,000.00	0.00	0.00	0.00%	20,000.00
PW FLAIL MOWER	9,000.00	0.00	0.00	0.00%	9,000.00
<b>Total Capital Projects</b>	<b>2,569,423.00</b>	<b>524,713.00</b>	<b>801,981.00</b>	<b>31.21%</b>	<b>1,767,442.00</b>

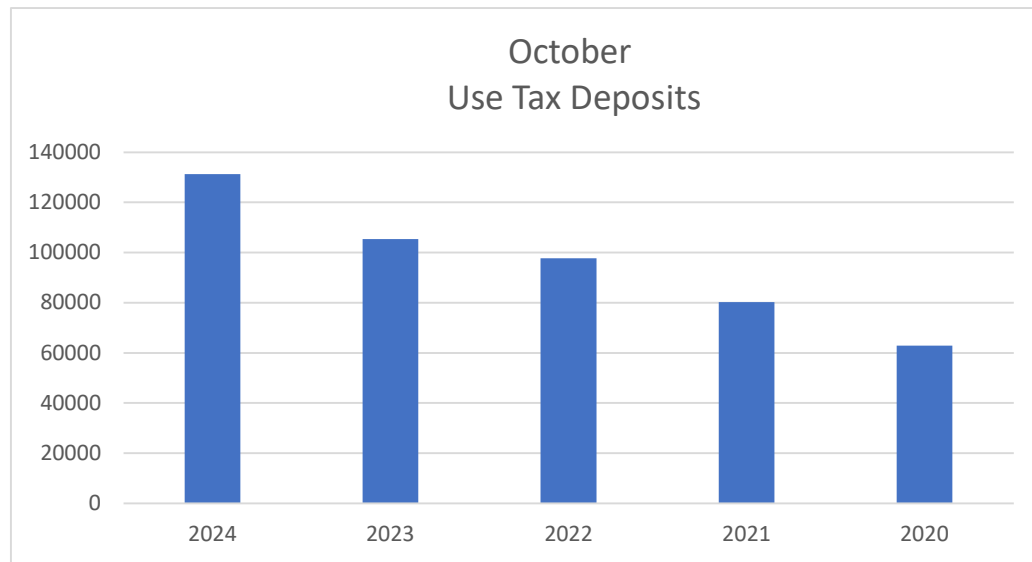
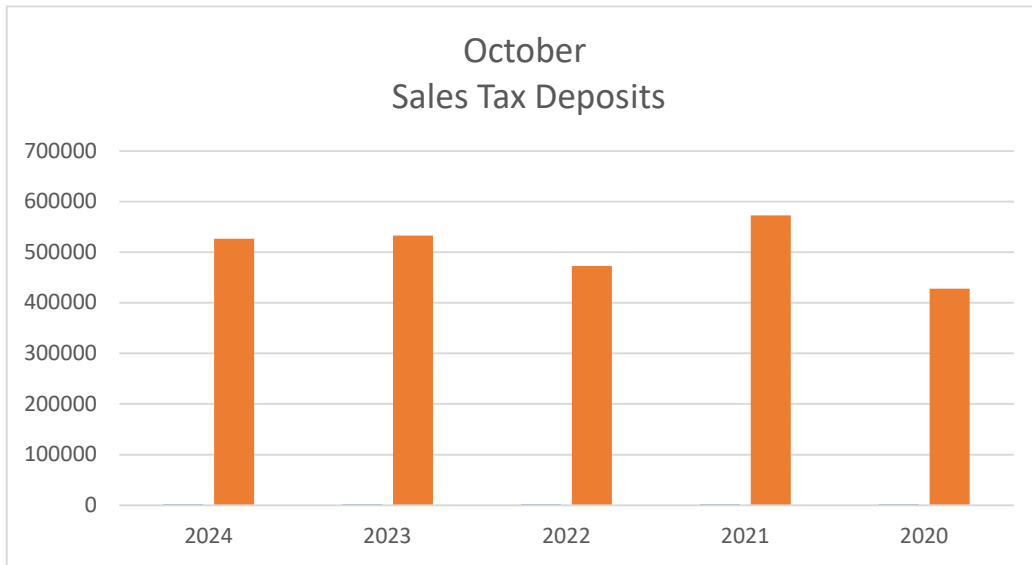
<b>Revenues Over (under) Expenses</b>	<b>178,198.00</b>	<b>-201,865.00</b>	<b>628,426.22</b>	<b>352.66%</b>	<b>-450,228.22</b>
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### Public Works Authority Monthly Income



### Monthly Sales Tax Income





NOTICE: On Thursday, November 2, 2023, at or before 4:59 p.m., agenda was posted at the front doors of City Hall, on the bulletin board in the lobby of City Hall, and on the City of Bethany website: cityofbethany.org. The City of Bethany encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

## BETHANY PUBLIC WORKS AUTHORITY MEETING

### BETHANY CITY HALL

TUESDAY, NOVEMBER 7, 2023

6:30 P.M.

MEMBERS PRESENT:	Nikki Lloyd	Chairman
	Jeff Knapp	Vice-Chairman
	Chris Powell	Trustee
	Kathy Larsen	Trustee
	Peter Plank	Trustee
	Steve Palmer	Trustee
	Brian Magirowsky	Trustee
	Ken Smart	Trustee
	Marilyn McPhail	Trustee
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	Steve Manek	TEIM Design, Engineer
	(See Roster)	

Chairman Lloyd called the Bethany Public Works Authority meeting to order at 8:17 P.M.

**ITEM NO. 1** on the agenda was **CONSENT DOCKET:**

- A. APPROVAL OF MINUTES FROM OCTOBER 17, 2023, REGULAR MEETING.**
- B. APPROVAL OF CLAIMS: THESE CLAIMS HAVE BEEN FOUND TO BE IN ORDER BY STAFF AND PROPER AS TO FORM AND PROCEDURE AND ARE RECOMMENDED FOR PAYMENT. A COPY OF THE CLAIMS.**

Motion was made by Trustee Magirowsky, seconded by Trustee Knapp to approve the Consent Docket. Yes Votes: Larsen, Palmer, Magirowsky, Powell, Lloyd, Smart, Plank, Knapp, McPhail. No Votes: None.

Motion passed.

**ITEM NO. 2** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF NOTICE TO CITY CLERK REGARDING 2024 SCHEDULE OF REGULAR MEETINGS OF THE BETHANY PUBLIC WORKS AUTHORITY. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Plank, seconded by Council Member Larsen to approve notice to the City Clerk regarding 2024 schedule of regular meetings of the Bethany Public Works Authority. Yes votes: McPhail, Larsen, Smart, Lloyd, Powell, Plank, Palmer, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 3** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL TO AWARD BID FOR WATER TREATMENT PLANT LIME SLUDGE EXTRACTION, HAULING AND DISPOSAL TO JACOB FARMS FOR A TOTAL BID PRICE OF \$189,527.47. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Palmer, seconded by Council Member Smart to approve the award of bid for Water Treatment Plant Lime Sludge Extraction, Hauling and Disposal to Jacob Farms for a total bid price of \$189,527.47. Yes votes: Palmer, Magirowsky, Lloyd, Knapp, Larsen, Smart, Plank, McPhail, Powell. No votes: None. Motion approved.

**ITEM NO. 4** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF AMERICAN RESCUE PLAN ACT WATER METER AUTOMATION IMPROVEMENTS AND AMENDMENT NO. 2 AND CHANGE ORDER NO. 1 TO THE CONTRACT WITH SOUTHWEST WATER WORKS, LLC. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Powell approve the American Rescue Plan Act Water Meter Automation Improvements and Amendment No. 2 and Change Order No. 1 to the Contract with Southwest Water Works, LLC. Yes votes: Larsen, Smart, Palmer, Knapp, Lloyd, Magirowsky, Plank, Powell, McPhail. No votes: None. Motion approved.

**ITEM NO. 5** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF AMENDMENT NO. 1 OF THE ENGINEERING CONTRACT BETWEEN THE CITY OF BETHANY AND TEIM DESIGN FOR CONSTRUCTION INSPECTION SERVICES FOR THE AMERICAN RESCUE PLAN ACT GRANT FOR WATER METER AUTOMATION IMPROVEMENTS. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Palmer, seconded by Council Member Larsen to approve Amendment No. 1 of the Engineering Contract between the City of Bethany and TEIM Design for Construction Inspection Services for the American Rescue

Plan Act Grant for Water Meter Automation Improvements. Yes votes: Plank, Lloyd, Powell, McPhail, Magirowsky, Palmer, Smart, Knapp, Larsen. No votes: None. Motion approved.

**ITEM NO. 6** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL TO ACCEPT THE CDBG WATERLINE REPLACEMENT PROJECT ON HOLLOWAY AVENUE FROM NW 36<sup>TH</sup> STREET TO NW 32<sup>ND</sup> STREET AS COMPLETE. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve accepting the CDBG Waterline Replacement Project on Holloway Avenue from NW 36th Street to NW 32nd Street as complete. Yes votes: Powell, Larsen, McPhail, Lloyd, Palmer, Plank, Smart, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 7** on the agenda was **DISCUSSION AND POSSIBLE ACTION TO APPROVE SOUTHWEST WATER WORKS LLC INVOICE NO. 2 (FINAL) IN THE AMOUNT OF \$113567.24 FOR 18607 CDBG 22 WATERLINE REPLACEMENT PROJECT. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve Southwest Water Works LLC Invoice No. 2 (Final) in the amount of \$113567.24 for 18607 CDBG 22 Waterline Replacement Project. Yes votes: Magirowsky, Knapp, Palmer, Lloyd, Larsen, Smart, Plank, McPhail, Powell. No votes: None. Motion approved.

**ITEM NO. 8** on the agenda was **NEW BUSINESS (AS DEFINED BY THE OKLAHOMA OPEN MEETING ACT § 311 (A) (9) AS "MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE REASONABLY BEEN FORESEEN PRIOR TO THE TIME OF POSTING THE AGENDA")**.

None

**ITEM NO. 9** on the agenda was **ADJOURN UNTIL NOVEMBER 21, 2023.**

Chairman Lloyd adjourned the Bethany Public Works meeting at 8:21 P.M. until November 21, 2023.

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CHAIRMAN

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SECRETARY



## BETHANY PUBLIC WORKS AUTHORITY

From: Michael Vaughn, Finance Director  
Date: November 16, 2023  
Subject: Claims List for the 11/21/2023 Bethany Public Works Authority Meeting

### BETHANY PUBLIC WORKS AUTHORITY

FUND	AMOUNT
Bethany Public Works Authority	\$334,610.56
<b>TOTAL</b>	<b>\$334,610.56</b>

### ENTERPRISE-WIDE SUMMARY OF ALL CLAIMS:

FUND	AMOUNT
General Operations Fund	\$444,331.88
Bethany Public Works Authority	\$334,610.56
Bethany Hospital Trust	\$0.00
Bethany Development Authority	\$0.00
<b>TOTAL</b>	<b>\$778,942.44</b>

### RECOMMENDATION

1. Approve the claims as presented.



FUND: 056- BETHANY PUBLIC WORKS AUTH

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A		NON-DEPARTMENTAL				
24-49228	10-005216	PERDUE BRANDON FIELDER	COLLAD DEBT COLLECTION	11/2023	IVC00076367	170.99
24-48140	10-3436	BANCFIRST	AUG 2013 BOND	11/2023	DEC. 2023	78,333.33
DEPARTMENT TOTAL:						78,504.32
DEPARTMENT: 02.0		FINANCE				
24-49041	10-005350	FORCE PERSONNEL	METER READER	11/2023	76236	966.00
24-49155	10-005373	CARD SERVICES/PI	BANKER BOX, TONER, CORD	11/2023	20231102	137.77
24-48310	10-005702	TPS TECHNICAL PROGRAMMING	UTILITY BILLING SVC	11/2023	116016	2,591.67
24-49173	10-1622	WESTLAKE ACE HARDWARE	LIGHT BULB DRIVE THRU	11/2023	3503818	9.99
DEPARTMENT TOTAL:						3,705.43
DEPARTMENT: 08.1		PUBLIC WORKS - ADMIN				
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	454.53
24-48924	10-3042	ACCURATE ENVIRONMENTAL	VOC 7&10 & BAC T	11/2023	FJ26061	736.00
DEPARTMENT TOTAL:						1,190.53
DEPARTMENT: 08.3		PUBLIC WORKS - SANIT				
24-48973	10-005350	FORCE PERSONNEL	TEMP HELP	11/2023	76212	2,581.05
24-48769	10-005373	CARD SERVICES/PI	SUPPLIES FOR ASST DEPTMEN	11/2023	0231430	52.98
24-49153	10-005373	CARD SERVICES/PI	9 RUBBER/STEELWORK BOOTS	11/2023	5070633	796.91
24-49175	10-005373	CARD SERVICES/PI	HEAVY EXTENSION CORDS	11/2023	9527412	185.42
24-48267	10-006081	CH&W COMMERCIAL TIRE, LLC	60 RECAPS & DIS/REMOUNT	11/2023	3-GS30089	1,714.00
24-49182	10-0202	WASTE CONNECTIONS, INC	OCTOBER 2023 BIG TRASH	11/2023	3065396V013	57,287.16
24-48993	10-0668	HAYES ELECTRIC	FPE PANE & SIX PLUGS	11/2023	981520	2,910.73
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	4,599.53
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	240.00
24-49140	10-4010	HARD HAT SAFETY & GLOVE	GLOVES & SAFETY GLASSES	11/2023	0066395	186.00
24-49017	10-4012	WASTE CONNECTIONS, INC	2ND QUARTER LANDFILL FEES	11/2023	30594	24,186.41
24-49019	10-4208	OKLAHOMA CITY TREASURY	2ND QUARTER HH HAZARDOUS	11/2023	101023	948.00
DEPARTMENT TOTAL:						95,688.19

FUND: 056- BETHANY PUBLIC WORKS AUTH

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08.4 PUBLIC WORKS - MAINT						
24-49106	10-0225	GENUINE PARTS	MILWAUKEE TOOL INPACT	11/2023	7092-045682	711.78
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	434.31
DEPARTMENT TOTAL:						1,146.09
DEPARTMENT: 12.0 UTILITY - WATER PLANT						
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	631.51
24-49146	10-005373	CARD SERVICES/PI	BEAKER, TAPE, SWABS, WIPES	11/2023	3690648	233.09
24-49150	10-005373	CARD SERVICES/PI	5 RUBBER/STEEL WORK BOOTS	11/2023	8036267	354.96
24-49040	10-005659	GATEHOUSE OKLAHOMAN	SLUDGE REMOVAL BID	11/2023	0005956777	36.60
24-49159	10-0091	BRENNTAG SOUTHWEST INC	2 TOTES OF ALUMINUM SULF	11/2023	BSW505752-350499A	2,470.60
24-49074	10-0948	MIDCO LABORATORY	SULPHURIC ACID	11/2023	20231026	252.00
24-48282	10-1063	OG&E	MNTHLY SVC	11/2023	20231107	311.78
24-49162	10-1128	OK CITY WATER UTILITIES	TRSEPTEMBER CROSSTIES	11/2023	20231010	74,695.11
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	384.17
24-49185	10-1288	ROSE STATE COLLEGE	A/B WATER OPERATOR CLASS	11/2023	1002546	414.00
24-49169	10-1622	WESTLAKE ACE HARDWARE	PIPE & PARTS	11/2023	3503816	65.14
24-49098	10-1771	ADVENTURE OUT	PROPANE	11/2023	555373	145.88
24-49224	10-2703	OKLAHOMA BODY WORKS INC	WATER DEPT DEDUCTIBLE	11/2023	20230814	500.00
24-48924	10-3042	ACCURATE ENVIRONMENTAL	VOC 7&10 & BAC T	11/2023	FJ26058	300.00
24-49247	10-3245	KRAPFF REYNOLDS CONST CO	BONDS WATER/WASTE REPAIR	11/2023	23249	32,000.00
24-49161	10-3919	MISSISSIPPI LIME	25 TONS OF LIMES	11/2023	1698174	8,082.90
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	60.00
DEPARTMENT TOTAL:						120,937.74
DEPARTMENT: 12.1 UTILITY - WATER LINE						
24-49223	10-005350	FORCE PERSONNEL	TEMP HELP	11/2023	76304	796.96
24-48769	10-005373	CARD SERVICES/PI	SUPPLIES FOR ASST DEPTMEN	11/2023	0231430	107.56
24-49151	10-005373	CARD SERVICES/PI	4 RUBBER/STEEL WORK BOOTS	11/2023	3284250	191.98
24-48971	10-005703	FLOOR-TECH JANITORIAL	TRASHBAGS, PTOWELS, TPAPER	11/2023	5012	65.00
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	508.26
24-48931	10-1288	ROSE STATE COLLEGE	A/B WATER OPERATOR CLASS	11/2023	1002448	414.00
24-49215	10-1501	T & W TIRE LLC	2 TIRES FOR UNIT #60	11/2023	1100045738	333.74
24-49164	10-1622	WESTLAKE ACE HARDWARE	ROTOR SPRINKLER POPUP	11/2023	3503815	16.99
24-48539	10-1880	OKLAHOMA ONE-CALL SYSTEM,	IOKIE 811	11/2023	2023M0267	1,934.40
24-49189	10-2557	CORE & MAIN LP	BOLTS AND GASKETS	11/2023	T841651	19.80
24-49097	10-2660	ODEQ WATER QUALITY DIV	TEMP LICENSE JOSEPH FREELEN	11/2023	TOC 4508167	62.00
24-49188	10-3245	KRAPFF REYNOLDS CONST CO	4007 N ROCKWELL	11/2023	23247	15,471.00
24-49118	10-3331	RUCKER MECHANICAL	DX & REPAIR HEATER	11/2023	94804	155.00
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	60.00
24-49140	10-4010	HARD HAT SAFETY & GLOVE	GLOVES & SAFETY GLASSES	11/2023	0066395	81.00
DEPARTMENT TOTAL:						20,217.69

FUND: 056- BETHANY PUBLIC WORKS AUTH

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 12.2		UTILITY - SEWER				
24-49031	10-005156	COX COMMUNICATIONS INC.	PHONES, INTERNET	11/2023	20231031	319.10
24-48769	10-005373	CARD SERVICES/P1	SUPPLIES FOR ASST DEPTMEN	11/2023	0231430	107.56
24-49151	10-005373	CARD SERVICES/P1	4 RUBBER/STEEL WORK BOOTS	11/2023	3284250	191.98
24-48282	10-1063	OG&E	MNTHLY SVC	11/2023	20231107	526.51
24-49201	10-1261	RED ROCK PETRO	UNLEAD & DIESEL	11/2023	1477941	124.09
24-49097	10-2660	ODEQ WATER QUALITY DIV	TEMP LICENSEJOSEPHFREELEN	11/2023	TOC 4508167	62.00
24-48951	10-4010	HARD HAT SAFETY & GLOVE	PPE SAFETY VEST MULT DEPT	11/2023	0066396	60.00
24-49140	10-4010	HARD HAT SAFETY & GLOVE	GLOVES & SAFETY GLASSES	11/2023	0066395	81.00
DEPARTMENT TOTAL:						1,472.24
DEPARTMENT: 97.0		DEBT SERVICE				
24-48140	10-3436	BANCFIRST	AUG 2013 BOND	11/2023	DEC. 2023	10,748.33
24-49045	10-3436	BANCFIRST	2022 A&B BOND ANNUAL FEE	11/2023	G6021	1,000.00
DEPARTMENT TOTAL:						11,748.33
FUND TOTAL:						334,610.56
GRAND TOTAL:						778,942.44

NOTICE: On Thursday, November 2, 2023, at or before 4:59 p.m., agenda was posted at the front doors of City Hall, on the bulletin board in the lobby of City Hall, and on the City of Bethany website: cityofbethany.org. The City of Bethany encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

**BETHANY HOSPITAL TRUST MEETING**

**BETHANY CITY HALL**

**TUESDAY, NOVEMBER 7, 2023**

**6:30 P.M.**

MEMBERS PRESENT:	Nikki Lloyd	Chairman
	Jeff Knapp	Vice-Chairman
	Chris Powell	Trustee
	Kathy Larsen	Trustee
	Peter Plank	Trustee
	Steve Palmer	Trustee
	Brian Magirowsky	Trustee
	Ken Smart	Trustee
	Marilyn McPhail	Trustee
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	Steve Manek	TEIM Design, Engineer
	(See Roster)	

Chairman Lloyd called the Bethany Hospital Trust meeting to order at 8:21 P.M.

**ITEM NO. 1** on the agenda was **CONSENT DOCKET:**

- A. APPROVAL OF MINUTES FROM OCTOBER 17, 2023, REGULAR MEETING.**
- B. APPROVAL OF CLAIMS: THESE CLAIMS HAVE BEEN FOUND TO BE IN ORDER BY STAFF AND PROPER AS TO FORM AND PROCEDURE AND ARE RECOMMENDED FOR PAYMENT. A COPY OF THE CLAIMS.**

A motion was made by Trustee Magirowsky, seconded by Trustee Larsen to approve the Consent Docket. Yes Votes: McPhail, Larsen, Smart, Powell, Plank, Magirowsky, Lloyd, Palmer, Knapp. No Votes: None. Motion passed.

**ITEM NO. 2** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF NOTICE TO CITY CLERK REGARDING 2024 SCHEDULE OF REGULAR MEETINGS OF THE BETHANY HOSPITAL TRUST. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Magirowsky, seconded by Council Member Larsen to approve notice to the City Clerk regarding 2024 schedule of regular meetings of the Bethany Hospital Trust. Yes votes: McPhail, Larsen, Smart, Lloyd, Powell, Plank, Palmer, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 3** on the agenda was **NEW BUSINESS (AS DEFINED BY THE OKLAHOMA OPEN MEETING ACT § 311 (A) (9) AS "MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE REASONABLY BEEN FORESEEN PRIOR TO THE TIME OF POSTING THE AGENDA")**.

None

**ITEM NO. 4** on the agenda was **ADJOURN UNTIL NOVEMBER 21, 2023.**

Chairman Lloyd adjourned the Bethany Hospital Trust meeting at 8:22 P.M. until November 21, 2023.

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CHAIRMAN

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SECRETARY

## BETHANY HOSPITAL TRUST

From: Michael Vaughn, Finance Director  
Date: November 16, 2023  
Subject: Claims List for the 11/21/2023 Bethany Hospital Trust Meeting

### BETHANY HOSPITAL TRUST

FUND	AMOUNT
Bethany Hospital Trust	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

### ENTERPRISE-WIDE SUMMARY OF ALL CLAIMS:

FUND	AMOUNT
General Operations Fund	\$444,331.88
Bethany Public Works Authority	\$334,610.56
Bethany Hospital Trust	\$0.00
Bethany Development Authority	\$0.00
<b>TOTAL</b>	<b>\$778,942.44</b>

### RECOMMENDATION

1. Approve the claims as presented.



NOTICE: On Thursday, November 2, 2023, at or before 4:59 p.m., agenda was posted at the front doors of City Hall, on the bulletin board in the lobby of City Hall, and on the City of Bethany website: cityofbethany.org. The City of Bethany encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

**BETHANY DEVELOPMENT AUTHORITY**

**BETHANY CITY HALL**

**TUESDAY, NOVEMBER 7, 2023**

**7:30 P.M.**

MEMBERS PRESENT:	Nikki Lloyd	Chairman
	Jeff Knapp	Vice-Chairman
	Chris Powell	Trustee
	Steve Palmer	Trustee
	Kathy Larsen	Trustee
	Peter Plank	Trustee
	Brian Magirowsky	Trustee
	Ken Smart	Trustee
	Marilyn McPhail	Trustee
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	Steve Manek	Teim Design, Engineer
	(See Roster)	

Chairman Lloyd called the Bethany Development Authority meeting to order at 8:22 P.M.

**ITEM NO. 1** on the agenda was **CONSENT DOCKET:**

- A. APPROVAL OF MINUTES FROM OCTOBER 17, 2023, REGULAR MEETING.**
- B. APPROVAL OF CLAIMS: THESE CLAIMS HAVE BEEN FOUND TO BE IN ORDER BY STAFF AND PROPER AS TO FORM AND PROCEDURE AND ARE RECOMMENDED FOR PAYMENT. A COPY OF THE CLAIMS.**



A motion was made by Trustee Plank, seconded by Trustee Magirowsky to approve the Consent Docket. Yes votes: Larsen, McPhail, Lloyd, Magirowsky, Plank, Palmer, Powell, Smart, Knapp. No votes: None. Motion passed.

**ITEM NO. 2** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF NOTICE TO CITY CLERK REGARDING 2024 SCHEDULE OF THE BETHANY DEVELOPMENT AUTHORITY. (ELIZABETH GRAY, CITY MANAGER)**

Motion was made by Council Member Smart, seconded by Council Member Plank to approve notice to the City Clerk regarding 2024 schedule of regular meetings of the Bethany Development Authority. Yes votes: McPhail, Larsen, Smart, Lloyd, Powell, Plank, Palmer, Knapp, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 3** on the agenda was **NEW BUSINESS (AS DEFINED BY THE OKLAHOMA OPEN MEETING ACT § 311 (A) (9) AS "MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE REASONABLY BEEN FORESEEN PRIOR TO THE TIME OF POSTING THE AGENDA")**.

None

**ITEM NO. 4** on the agenda was **ADJOURN UNTIL NOVEMBER 21, 2023.**

Chairman Lloyd adjourned the Bethany Development Authority meeting at 8:23 P.M. until November 21, 2023.

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CHAIRMAN

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SECRETARY

## BETHANY DEVELOPMENT AUTHORITY

From: Michael Vaughn, Finance Director  
Date: November 16, 2023  
Subject: Claims List for the 11/21/2023 Bethany Development Authority Meeting

### BETHANY DEVELOPMENT AUTHORITY

FUND	AMOUNT
Bethany Development Authority	\$0.00
<b>TOTAL</b>	<b>\$0.00</b>

### ENTERPRISE-WIDE SUMMARY OF ALL CLAIMS:

FUND	AMOUNT
General Operations Fund	\$444,331.88
Bethany Public Works Authority	\$334,610.56
Bethany Hospital Trust	\$0.00
Bethany Development Authority	\$0.00
<b>TOTAL</b>	<b>\$778,942.44</b>

### RECOMMENDATION

1. Approve the claims as presented.

