

NOTICE: On Thursday, April 11, 2024, 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 CITY COUNCIL MEETING**

### **BETHANY CITY HALL**

**TUESDAY, APRIL 16, 2024**

**6:30 P.M.**

<b>MEMBERS PRESENT:</b>	Nikki Lloyd	Mayor
	Jeff Knapp	Vice- Mayor
	Chris Powell	Council Member
	Marilyn McPhail	Council Member
	Kathy Larsen	Council Member
	Ken Smart	Council Member
	Steve Palmer	Council Member
	Brian Magirowsky	Council Member
<b>MEMBERS ABSENT:</b>	Peter Plank	Council Member
<b>OTHERS PRESENT:</b>	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	(See Roster)	

#### **ITEM NO. 1** on the agenda **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 Mayor Nikki Lloyd.

The Flag Salute was conducted by Council Member Powell.

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

##### **A. APPROVAL OF MINUTES FROM APRIL 2, 2024, 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.**
- C. APPROVAL TO RENEW RADIO SYSTEM LICENSE AGREEMENT WITH THE CITY OF OKLAHOMA CITY FOR FY 2025 AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT ON BEHALF OF THE CITY OF BETHANY.**

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

**ITEM NO. 4 on the agenda was MAYORAL PROCLAMATION DECLARING THE WEEK OF APRIL 14 TO APRIL 20, 2024, AS ANIMAL CARE AND CONTROL WEEK.**

The Proclamation was presented to Matthew Goodwin. Mr. Goodwin is a previous council member and an advocate for animals. Mr. Goodwin spoke about Common Bonds bringing the live release rate of shelter animals across the state to 90% or above. They are working to partner with local municipalities to bring resources. The Bethany Animal Shelter workers were not able to attend the meeting tonight.

**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.**

Matt Godwin- 4218 N. Donald- Formation of 501 (C) (3)- Friends of Bethany Animals.org.

**ITEM NO. 6 on the agenda was PUBLIC HEARING ITEM: PRESENTATION OF FISCAL YEAR 2025 PROPOSED BUDGET.**

**A. PRESENTATION**

**THE COUNCIL WILL BE PROVIDED WITH A PRESENTATION REGARDING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE CITY OF BETHANY. (PRESENTED BY: FINANCE DIRECTOR MICHAEL VAUGHN)**

**THIS ITEM IS FOR INFORMATIONAL PURPOSES ONLY.**

This presentation is included in the minutes as Exhibit "A".

**B. PUBLIC HEARING**

**MAYOR LLOYD WILL DECLARE A PUBLIC HEARING FOR THE PURPOSE OF RECEIVING CITIZEN INPUT CONCERNING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE CITY OF BETHANY.**

No one spoke.

**THIS ITEM IS FOR INFORMATIONAL PURPOSES ONLY.**

**ITEM NO. 7** on the agenda was **CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION NO. 1695, A RESOLUTION DECLARING THE ELIGIBILITY OF THE CITY OF BETHANY, OKLAHOMA TO SUBMIT AN APPLICATION TO THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR USE OF TRANSPORTATION ALTERNATIVES PROGRAM FUNDS SET FORTH BY IIJA FOR THE NW 36TH STREET TRAIL PROJECT IN THE CITY OF BETHANY AND AUTHORIZING THE MAYOR TO SIGN THIS APPLICATION. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Larsen, seconded by Council Member Magirowsky to approve Resolution No. 1695. Yes votes: Palmer, Lloyd, Knapp, Smart, Larsen, McPhail, Magirowsky, Powell. No votes: None. Motion approved.

**ITEM NO. 8** on the agenda was **DISCUSSION AND POSSIBLE APPROVAL OF ENGINEERING DESIGN CONTRACT FOR NW 25TH AND SHANNON LIFT STATION REPLACEMENT PROJECT WITH TEIM DESIGN IN THE AMOUNT OF \$94,964.00 AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT. (ELIZABETH GRAY, CITY MANAGER)**

City Manager Gray reported that the City of Bethany has 9 lift stations. We have replaced the Davis Lift Station, and the Peniel Lift Station is on the GO Bond for replacement.

A motion was made by Council Member Palmer, seconded by Council Member Magirowsky to approve the engineering design contract for NW 25th and Shannon Lift Station Project with TEIM Design in the amount of \$94,964.00. and authorize the Mayor to sign the document. Yes votes: Knapp, Palmer, McPhail, Smart, Larsen, Lloyd, Powell, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 9** 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. 17** on the agenda was the **CITY ATTORNEY'S REPORT.**

City Attorney Jones gave an overview of the projects he has been working on these past two weeks.

**ITEM NO. 18** on the agenda was the **CITY MANAGER'S REPORT.**

Finance Director Michael Vaughn gave the monthly financial report.

City offices will be closed Monday, May 27th for Memorial Day. Trash makeup day will be the following Wednesday, May 29<sup>th</sup>.

City Manager Gray reported to the council the attendance for the Ripper Park Pool was 5695 in 2023, 7000 in 2022 and the pool was closed in 2021.

**ITEM NO. 19** on the agenda was **COUNCIL MEMBERS' ANNOUNCEMENTS, COMMENTS, AND PROPOSALS.**

Each Council Member was given the opportunity to comment.

**ITEM NO. 20** on the agenda was **ADJOURN UNTIL MAY 7, 2024.**

Mayor Lloyd adjourned the Bethany City Council meeting at 7:11 P.M.

---

MAYOR

---

CITY CLERK

# FY 25 Budget Presentation

# The Budget Process

How we arrived at the numbers

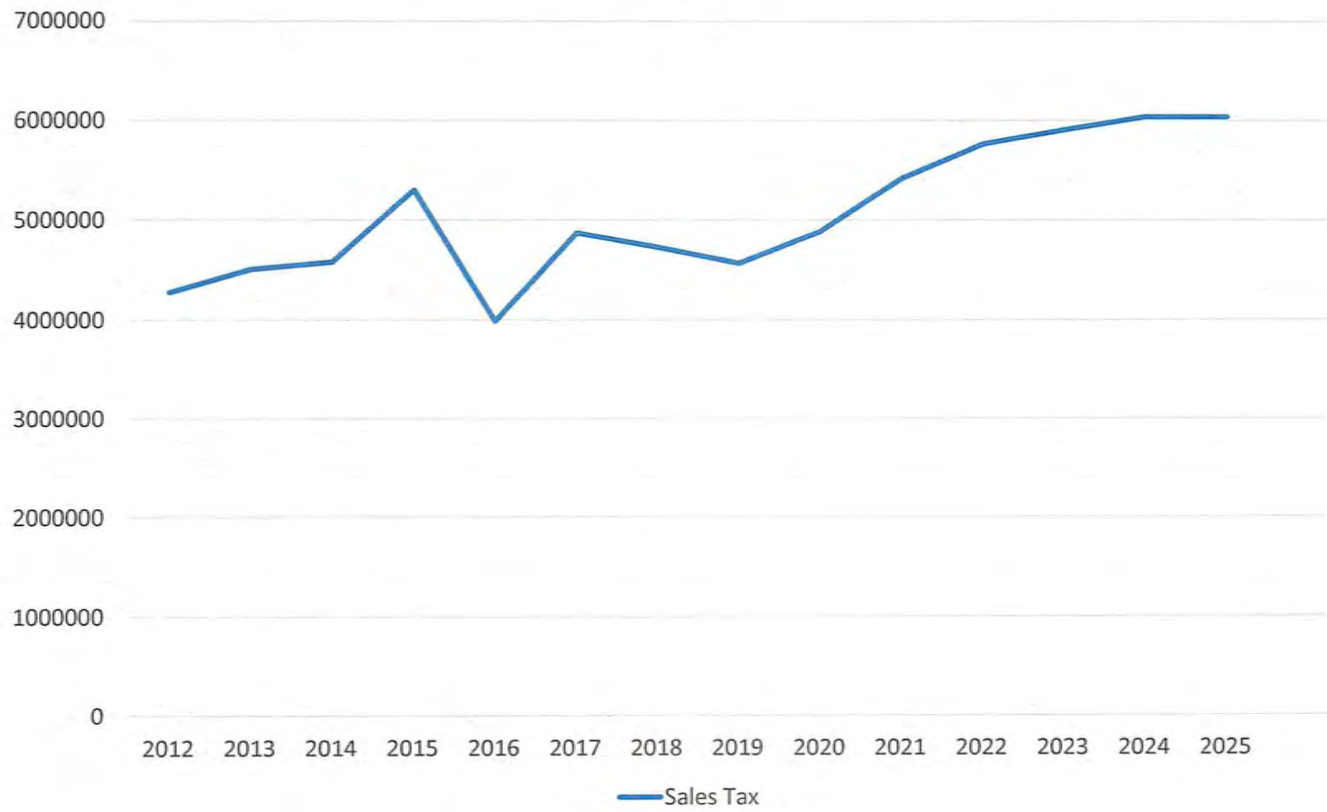
## Budget Steps Completed to Date

- Preliminary Income and Expense estimates were prepared using actual data through 11-30-2023.
- Department Heads Submitted their requested budgets.
- A preliminary budget was presented to the City Council on March 5, 2023.
- Meetings were held with each Department Head to prioritize projects and review detail expenses.
- Meetings with individual Councilmembers were held to review the budget.
- Adjustments to the Budget were made as a result from the meetings with Department Heads and Council Members.
- A Budget Fair was held on April 11<sup>th</sup> to allow citizens to have input on budget items.

## Notes on the proposed budget

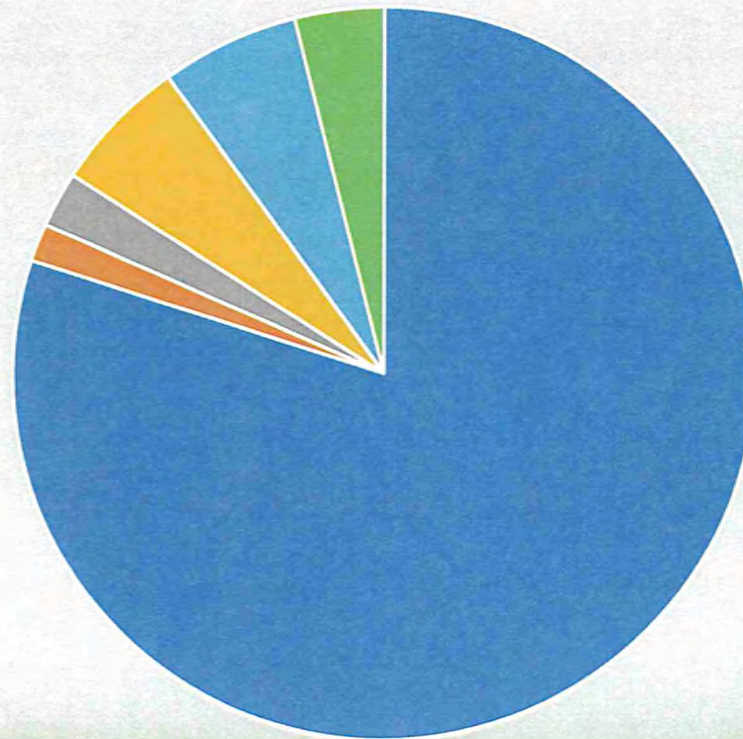
- General Fund Revenues are projected as “flat” apart from Grant Revenues.
- 1.5 new FTE’s are budgeted in the General Fund.
- 1 new FTE is budgeted in the Public Works Authority.
- The budget includes 4% annual step raises for eligible employees.
- The Public Works Authority projected revenues reflect the new utility rates effective Jan. 1, 2024.
- The Sewer Treatment Expense reflects an increase based on the Bethany-Warr Acres PWA loan.
- The Public Works Authority Debt Service reflects the OWRB loans that have been applied for.
- There is over \$3.1 million in Grant Revenues and associated expenses included in the budget. If the grants are not received, then the expenses won’t be made.
- The Proposed FY 25 General Fund Budgeted Expenditures reflect a %1 increase over the FY 24 adopted budget.
- The Capital Improvement Fund reflects an increase of \$280,780 in the Streets, Sidewalks and Drainage Fund, which is %25 of the dedicated sales tax receipts.

### Sales Tax



City of Bethany  
FY 25 Projected Revenue  
By Source

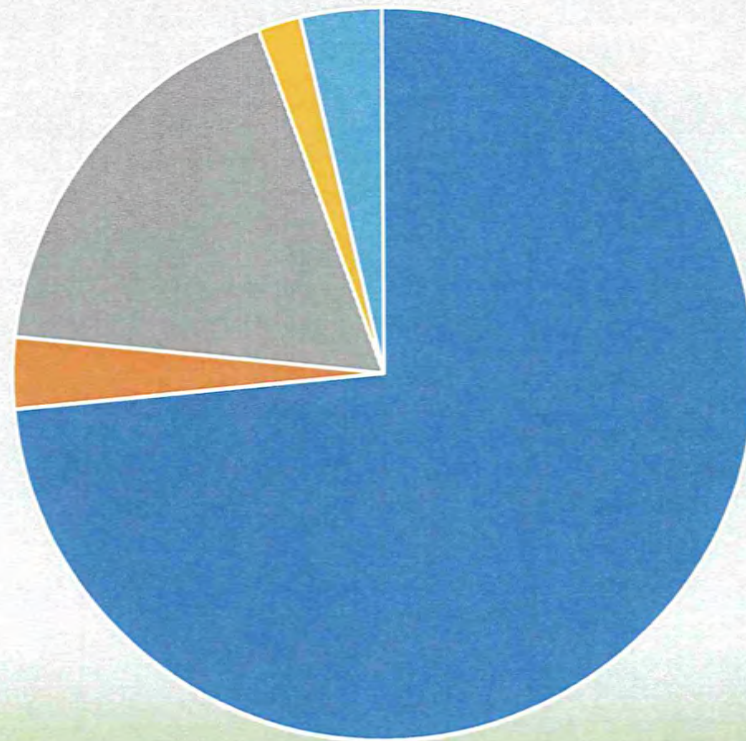
Revenue



■ Taxes ■ Licenses & Permits ■ Intergovernmental Revenue ■ Charges for Services ■ Fines and Forfeitures ■ Misc

## General Fund FY25 Expenditures by Category

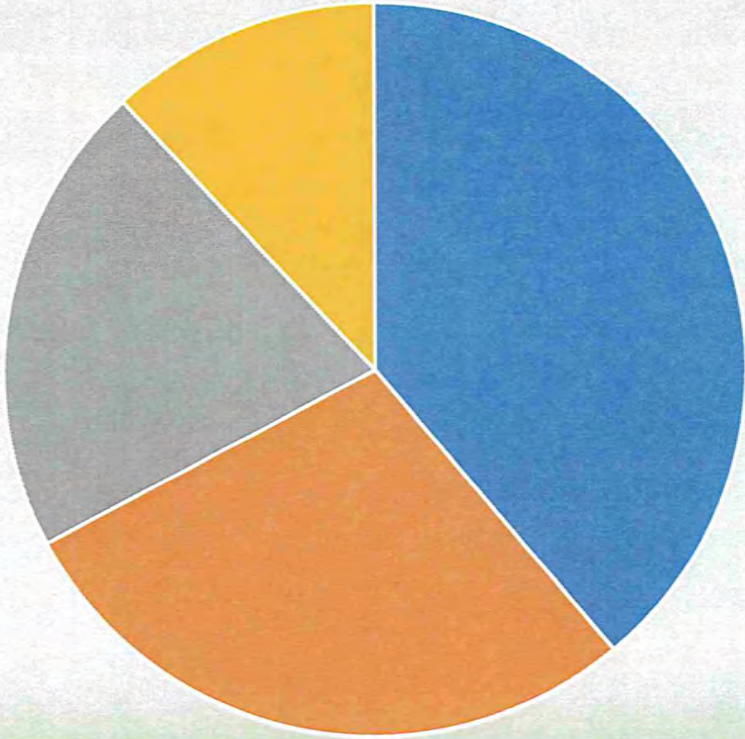
Expenditures



■ Personal Service ■ Materials & Supplies ■ Other Services & Charges ■ Capital Expenditures ■ Contingency ■

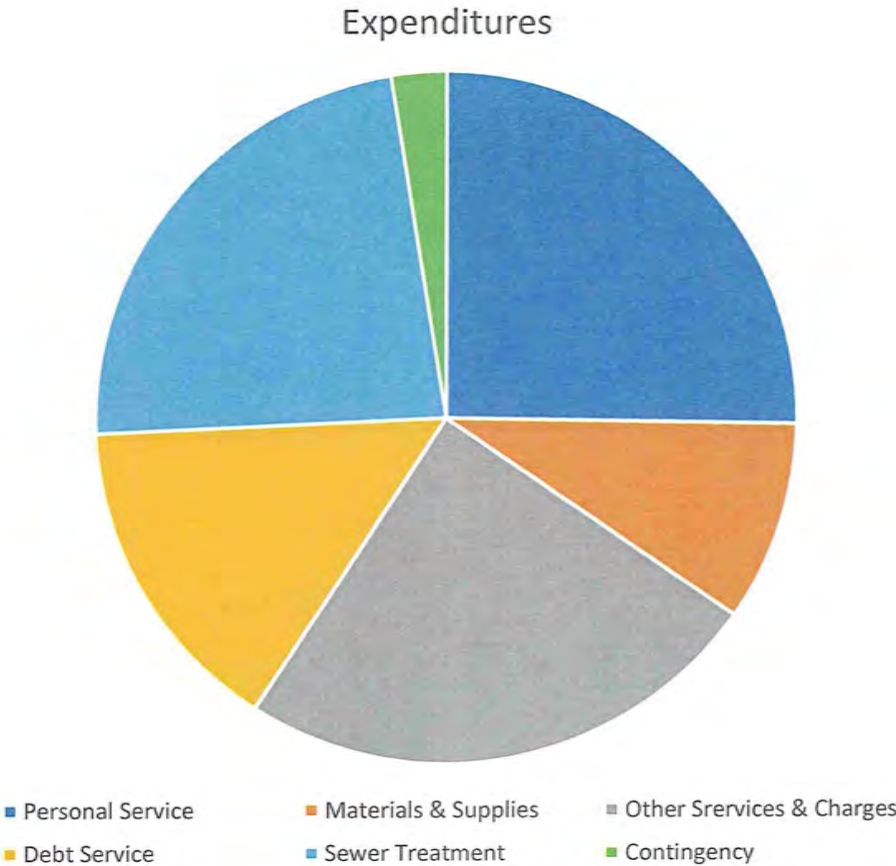
Bethany Public Works Authority  
FY 25 Projected Revenue  
By Category

Revenue



■ Water Service ■ Sewer Service ■ Sanitation Service ■ Other

# Public Works Authority FY 25 Expenditures by Category



City of Bethany/Bethany Public Works Authority Staffing Comparison  
Full-Time Equivalent Positions (FTE's)

Fund	FTE's					
	FY20	FY21	FY22	FY23	FY24	FY25
General Fund	108	100	98.5	99.5	99.5	101
Public Works Authority	42	28	33.5	34.5	34.5	35.5
Totals	150	128	132	134	134	136.5

City of Bethany Proposed FY 25 Budget  
Main Funds Combined

	General Fund	Public Works Authority	Capital Improvement Fund
Beginning Carryover	5,891,580	9,846,384	2,403,270
<u>Income</u>			
Taxes	8,548,869	0	0
Licenses and Permits	176,684	0	0
Intergovernmental Revenue	261,629	0	0
Charges for Services	631,449	12,682,892	0
Police Fines & Court Costs	641,844	0	0
Miscellaneous Revenue	418,713	1,703,605	2,012,519
Transfers From Other Funds	<u>193,894</u>	<u>0</u>	<u>0</u>
Total Revenue	10,873,082	14,386,497	2,012,519
<u>Expenses</u>			
Personal Service	9,756,714	2,459,921	0
Material and Supplies	419,058	910,022	0
Other Charges and Services	2,358,828	4,643,019	0
Debt Service	0	1,810,193	0
Contingency	470,000	250,000	0
Capital Outlay	<u>246,300</u>	<u>2,418,140</u>	<u>3,081,661</u>
Total Expenses	13,250,900	12,491,295	3,081,661
Transfers (net)	1,410,880	-2,600,000	1,077,784
Ending Reserve Funds	4,924,642	9,141,586	2,411,912

NOTICE: On Thursday, April 11th, 2024, 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, APRIL 16, 2024

6:30 P.M.

MEMBERS PRESENT:	Nikki Lloyd	Chairman
	Jeff Knapp	Vice-Chairman
	Steve Palmer	Trustee
	Chris Powell	Trustee
	Marilyn McPhail	Trustee
	Kathy Larsen	Trustee
	Ken Smart	Trustee
	Brian Magirowsky	Trustee
MEMBERS ABSENT:	Peter Plank	Trustee
OTHERS PRESENT:	Elizabeth Gray	City Manager
	Ray Jones	City Attorney
	Michael Vaughn	City Clerk/Treasurer
	Lesa LaMar	Deputy City Clerk
	(See Roster)	

Mayor Lloyd called the Bethany City Council meeting to order at 7:11 P.M.

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

- A. APPROVAL OF MINUTES FROM APRIL 2, 2024, 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 Smart to approve the Consent Docket. Yes Votes: Larsen, Palmer, Lloyd, Powell, Smart, Magirowsky, McPhail, Knapp. No Votes: None. Motion passed.

**ITEM NO. 2** on the agenda was **PUBLIC HEARING ITEM: PRESENTATION OF FISCAL YEAR 2025 PROPOSED BUDGET.**

**MAYOR LLOYD WILL DECLARE A PUBLIC HEARING FOR THE PURPOSE OF RECEIVING CITIZEN INPUT CONCERNING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE CITY OF BETHANY.**

No one spoke.

**THIS ITEM IS FOR INFORMATIONAL PURPOSES ONLY.**

**ITEM NO. 3** on the agenda was **CONSIDERATION AND POSSIBLE APPROVAL OF WATER TREATMENT PLANT QUICKLIME BID SPECIFICATIONS AND AUTHORIZE STAFF TO SOLICIT BIDS. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Trustee Magirowsky, seconded by Trustee Larsen to approve Water Treatment Plant Quicklime bid specifications, and authorize staff to solicit bids. Yes votes: Palmer, Knapp, Lloyd, Larsen, Smart, Magirowsky, McPhail, Powell. No votes: None. Motion approved.

**ITEM NO. 4** on the agenda was **DISCUSSION AND POSSIBLE APPROVAL OF ENGINEERING DESIGN CONTRACT FOR NW 25TH AND SHANNON LIFT STATION REPLACEMENT PROJECT WITH TEIM DESIGN IN THE AMOUNT OF \$94,964.00 AND AUTHORIZE THE MAYOR TO SIGN THE DOCUMENT. (ELIZABETH GRAY, CITY MANAGER)**

A motion was made by Council Member Palmer, seconded by Council Member Magirowsky to approve the engineering design contract for NW 25th and Shannon Lift Station Project with Teim Design in the amount of \$94,964.00. and authorize the Mayor to sign the document. Yes votes: Knapp, Palmer, McPhail, Smart, Larsen, Lloyd, Powell, Magirowsky. No votes: None. Motion approved.

**ITEM NO. 5** 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. 6** on the agenda was **ADJOURN UNTIL MAY 7, 2024.**

Mayor Lloyd adjourned the Bethany Public Works meeting at 7:12 P.M. until May 7th, 2024.

---

CHAIRMAN

---

SECRETARY

NOTICE: On Thursday, April 11, 2024, 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, APRIL 16, 2024**

**6:30 P.M.**

Nikki Lloyd	Chairman
Jeff Knapp	Vice-Chairman
Steve Palmer	Trustee
Chris Powell	Trustee
Marilyn McPhail	Trustee
Kathy Larsen	Trustee
Ken Smart	Trustee
Brian Magirowsky	Trustee

MEMBERS ABSENT: Peter Plank Trustee

OTHERS PRESENT: Elizabeth Gray City Manager  
Ray Jones City Attorney  
Michael Vaughn City Clerk/Treasurer  
Lesa LaMar Deputy City Clerk  
(See Roster)

Chairman Lloyd called the Bethany Hospital Trust meeting to order at 7:12 P.M.

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

- A. APPROVAL OF MINUTES FROM APRIL 2, 2024, 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 Smart to approve the Consent Docket. Yes Votes: Larsen, Palmer, Powell, Smart, Magirowsky, McPhail, Lloyd, Knapp. No Votes: None. Motion

passed.

**ITEM NO. 2** on the agenda was **PUBLIC HEARING ITEM: PRESENTATION OF FISCAL YEAR 2025 PROPOSED BUDGET.**

**MAYOR LLOYD WILL DECLARE A PUBLIC HEARING FOR THE PURPOSE OF RECEIVING CITIZEN INPUT CONCERNING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE CITY OF BETHANY.**

No one spoke.

**THIS ITEM IS FOR INFORMATIONAL PURPOSES ONLY.**

**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 MAY 7, 2024.**

Mayor Lloyd adjourned the Bethany Hospital Trust meeting at 7:13 P.M. until May 7, 2024.

---

CHAIRMAN

---

SECRETARY

NOTICE: On Thursday, April 11, 2024, 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, APRIL 16, 2024**

**6:30 P.M.**

Nikki Lloyd	Chairman
Jeff Knapp	Vice-Chairman
Steve Palmer	Trustee
Chris Powell	Trustee
Marilyn McPhail	Trustee
Kathy Larsen	Trustee
Ken Smart	Trustee
Brian Magirowsky	Trustee

MEMBERS ABSENT: Peter Plank Trustee

OTHERS PRESENT: Elizabeth Gray City Manager  
Ray Jones City Attorney  
Michael Vaughn City Clerk/Treasurer  
Lesa LaMar Deputy City Clerk  
(See Roster)

Chairman Lloyd called the Bethany Development Authority meeting to order at 7:13 P.M.

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

- A. APPROVAL OF MINUTES FROM APRIL 2, 2024, 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 Smart, seconded by Trustee Knapp to approve the Consent Docket. Yes votes: Larsen, Magirowsky, Smart,

Lloyd, McPhail, Powell, Palmer, Knapp. No votes: None. Motion passed.

**ITEM NO. 2** on the agenda was **PUBLIC HEARING ITEM: PRESENTATION OF FISCAL YEAR 2025 PROPOSED BUDGET.**

**MAYOR LLOYD WILL DECLARE A PUBLIC HEARING FOR THE PURPOSE OF RECEIVING CITIZEN INPUT CONCERNING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE CITY OF BETHANY.**

No one spoke.

**THIS ITEM IS FOR INFORMATIONAL PURPOSES ONLY.**

**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 MAY 7, 2024.**

Mayor Lloyd adjourned the Bethany Development Authority meeting at 7:13 P.M. until May 7, 2024.

---

CHAIRMAN

---

SECRETARY