
Agenda posted on the front door of City Hall and the bulletin board in the lobby of City Hall at 5:00 P.M., Friday, October 28, 2016. 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.

AGENDA

BETHANY CITY COUNCIL



TUESDAY, NOVEMBER 1, 2016
7:30 P.M.

BETHANY CITY HALL
6700 NW 36TH ST, BETHANY, OKLAHOMA

Call to Order
Invocation
Flag Salute

1. Consent Docket:
 - A. Approval of Minutes from the October 18, 2016 Regular Meeting.
 - B. Acceptance of Municipal Court Report.
 - C. Approval of the use of LaserFiche system under Title 12A Section 15-118- Acceptance and Distribution of Electronic Records by Governmental Agencies.
 - D. 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.
2. Call to the Public.
3. Adoption of Resolution No. 1421 calling and authorizing the County Election Board of Oklahoma County to hold a primary election on February 14, 2017 and a general election on April 4, 2017, in the City of Bethany, Oklahoma for nomination and election of one Councilmember from each of the four wards and a Mayor At Large; establishing filing periods for the office of Councilmember and Mayor of Bethany, Oklahoma as December 7, 8, and 9; and providing for Notice of Election.
4. Consideration and discussion regarding 2017 Schedule of Regular Meetings.

5. Executive Session to discuss a pending claim concerning damage to excavator equipment rented from Hertz for use in disposal of ice storm debris at Eldon Lyon Park. The executive session is authorized under the Oklahoma Open Meeting Act, 25 OK Statutes Section 307B4 which provides that executive sessions are permitted for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest; The City attorney has advised that this item should be discussed in executive session so as not to impair his ability to process the claim.
6. Consideration and possible action to authorize the City Attorney to take such action as necessary including defense of any litigation that may result in order to protect the interest of the City concerning the claim of Hertz for damage to the excavator equipment.
7. City Attorney's Report.
8. City Manager's Report.
9. Council Members Announcements, Comments, and Proposals.
10. New Business.
11. Adjourn until November 15, 2016.

BETHANY PUBLIC WORKS AUTHORITY

1. Consent Docket:
 - A. Approval of Minutes from the October 18, 2016 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 List is included in the agenda packet.
2. New Business.
3. Adjourn until November 15, 2016.

BETHANY HOSPITAL TRUST

1. Consent Docket:
 - A. Approval of Minutes from the October 18, 2016 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 List is included in the agenda packet.
2. New Business.
3. Adjourn until November 15, 2016.

BETHANY DEVELOPMENT AUTHORITY

1. Consent Docket:
 - A. Approval of Minutes from the October 18, 2016 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 List is included in the agenda packet.
2. New Business.
3. Adjourn until November 15, 2016.

NOTICE: Agenda posted on the front door of City Hall and on the bulletin board in the lobby of City Hall at 5:00 P.M., Friday October 14, 2016.

MINUTES

BETHANY CITY COUNCIL

TUESDAY, OCTOBER 18, 2016

7:30 P.M.

MEMBERS PRESENT:	Bryan Taylor	Mayor
	Randy Luinstra	Councilmember
	Curtis Moore	Councilmember
	Kathi Holloway	Councilmember
	Arlita Harris	Councilmember
	Kathy Larsen	Councilmember
	John Herren	Councilmember
	Jeff Knapp	Councilmember
MEMBERS ABSENT:	Phill Shirey	Councilmember
OTHERS PRESENT:	J.D. Cox	City Manager
	Steve Harzman	Assist. City Manager
	David Davis	City Attorney
	Steve Katen	Public Works Director
	Jon Robinson	Finance Director
	Susan Tate	Secretary
	(See Roster)	

Mayor Taylor called the Bethany City Council meeting to order at 7:38 P.M.

The Invocation was given by Councilmember Harris.

The Flag Salute was conducted by Mayor Taylor.

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

- A. Approval of Amended Minutes from the October 4, 2016 Regular Meeting.
- B. Public Improvement-Routine Item: Accept dedication of The Children's Center Water Line Easements and approval of water line plans.
- C. Approval of Claims:
 - General Fund in the amount of \$61,839.32
 - Public Safety Fund in the amount of \$280.00

Motion was made by Councilmember Harris, seconded by Councilmember Larsen to approve the Consent Docket as submitted. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

ITEM NO. 2 on the agenda was **CALL TO THE PUBLIC.**

Arvel Williams, 4001 Patty Lane

ITEM NO. 3 on the agenda was **CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 1923 REQUIRING COURT COST DEPOSITS FOR CITIZEN INITIATED COMPLAINT IN MUNICIPAL COURT UNDER CERTAIN CIRCUMSTANCES; PROVIDING FOR REPEALER, SEVERABILITY, AND DECLARING AN EMERGENCY.**

A. CONSIDERATION AND POSSIBLE APPROVAL OF ORDINANCE NO. 1923 ON READING BY TITLE ONLY.

Motion was made by Councilmember Larsen, seconded by Councilmember Knapp to approve Ordinance No. 1923 on reading by title only. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

Staci Peck, Court Clerk addressed the Council and answered questions.

B. CONSIDERATION AND POSSIBLE APPROVAL OF SECTIONS 1-3 OF ORDINANCE NO. 1923.

Motion was made by Councilmember Larsen, seconded by Councilmember Luinstra to approve Sections 1-3 of Ordinance No. 1923. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

C. CONSIDERATION AND POSSIBLE APPROVAL OF SECTION 4 OF ORDINANCE NO. 1923, THE EMERGENCY SECTION.

Motion was made by Councilmember Larsen, seconded by Councilmember Knapp to approve Sections 4 of Ordinance No. 1923, the emergency section. Yes votes: Taylor, Luinstra, Moore, Holloway, Larsen, Herren, Knapp. No votes: Harris. Motion passed.

ITEM NO. 4 on the agenda was **ESTABLISH FILING DATES FOR 2017 ELECTIONS FOR MAYOR AND COUNCILMEMBERS AND DIRECTION TO CITY ATTORNEY FOR PREPARATION OF THE NECESSARY RESOLUTION CALLING THE ELECTION AND ESTABLISHING THE FILING DATES.**

Motion was made by Councilmember Larsen, seconded by Councilmember Moore to establish December 7th, 8th and 9th as filing dates for 2017 elections for Mayor and Councilmembers and direct City Attorney to prepare the necessary resolution calling the election and establishing the filing dates. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

ITEM NO. 5 on the agenda was **APPOINT A MEMBER OF THE CITY COUNCIL AND A MEMBER OF THE PLANNING AND ZONING COMMISSION TO THE REVIEW BOARD FOR TAX INCREMENT FINANCE DISTRICT NO. 1 WHICH INVOLVES THE PROPERTY NEAR 39TH EXPRESSWAY AND LAKE ROAD ALSO KNOWN AS WATERSIDE.**

Motion was made by Mayor Taylor, seconded by Councilmember Harris to appoint Councilmember Herren as Chairman and Gilbert Carlson member of the Planning & Zoning Commission to the Review Board for Tax Increment Finance District No. 1 which involves the property near 39th Expressway and Lake Road also known as Waterside. Yes votes: Taylor, Luinstra, Harris, Herren, Knapp. No votes: Holloway, Larsen. Abstain votes: Moore. Motion passed.

ITEM NO. 6 on the agenda was **CITY ATTORNEY'S REPORT.**

Nothing was presented.

ITEM NO. 7 on the agenda was **CITY MANAGER'S REPORT.**

J.D. Cox, City Manager presented the City Manager's Report.

ITEM NO. 8 on the agenda was **COUNCIL MEMBERS ANNOUNCEMENTS, COMMENTS, AND PROPOSALS.**

ITEM NO. 9 on the agenda was **NEW BUSINESS**.

ITEM NO. 10 on the agenda was **ADJOURN UNTIL NOVEMBER 1, 2016**.

Mayor Taylor adjourned the Bethany City Council meeting at 8:43 P.M. until November 1, 2016.

MAYOR

CITY CLERK

The Municipal Court Report was not available at the time packets were delivered to the Council. The report will be provided to you at the meeting on Tuesday, November 1, 2016.

NARRATIVE

AGENDA: 11/01/2016

ITEM: Consent 1 (C)

Acceptance and Distribution of Electronic Records by Governmental Agencies. (Consent Docket)



The Statute reads that “each governmental agency of this state shall determine whether, and the extent to which, it will send and accept electronic records and electronic signatures to and from other persons and otherwise create, generate, communicate, store, process, use, and rely upon electronic records and electronic signatures.”

During the review process, David Davis made three suggestions to aid the City in ensuring that our LaserFiche system met required security standards.

Mr. Davis requested that each Resource Manager have a unique password that is changed often. Each Resource Manager has a unique password of their choosing that is different than other passwords. They have been asked to change the password regularly. This password will allow him/her to sign only their signature to the acceptance of the PO.

Mr. Davis requested that the City’s auditor provide a letter of review concerning the new system. Please see the attached letter from Mr. Casey Russell MBA, CPA.



Finally, he requested that the Council be given a letter concerning the security of the system. Please see the attached letter from J.R. Robinson, Finance Director.

Action: Please accept the use of the Laser Fiche system.

Russell & Williams CPAs, PC

Casey J. Russell, C.P.A., M.B.A.
Autumn L. Williams, C.P.A., Esq.
Member AICPA & OSCPA

2812 NW 57th Street, Suite 102
Oklahoma City, Oklahoma 73112

Phone: (405) 607-8743
Fax: (405) 607-8744
Email: caseycpa@hotmail.com

Jon Robinson
Finance Director
City of Bethany, Oklahoma
6700 NW 36th Street
Bethany, OK 7308
RE: Laserfiche Document Management

Mr. Robinson,

I have reviewed the procedures that are in place with regard to the document handling and approval process now in place using the Laserfiche software. The approval process basically mirrors the old manual system and appears to provide adequate internal control over the purchasing function. The approval process also appears to be faster and less cumbersome since department heads are now able to review and approve documents without coming into the finance offices. The management and storage of the purchasing documents appears to be streamlined with documents being more accessible and better secured. If there are any questions please feel free to contact me.

Sincerely;



Casey J. Russell MBA, CPA



The City of Bethany

*A Great Place to Live, Work, Shop
and Grow a Business!*

October 27, 2016

JD Cox
City Manager
City of Bethany, Oklahoma
6700 NW 36th Street
Bethany, OK 73008

RE: Laserfische procedure review

Mr. Cox,

The City's attorney requested that I review our new electronic system to process purchase orders along with related invoices and receiving documents.

The installation of the system was discussed in detail with the microfiche vendor. At that time, Susan Tate and I described in some detail the manual process we were using to pay the City's bills. The resulting system does a more than adequate job of electronically doing what our manual process has been.

Of course there are differences. Individual approvals are still required which is done by ink on a manual system, but with microfiche an electronic signature must be used. The vendor set up all the directors and staff that must access the system with their own unique account. Users must select a password to log into the part of the system they can see to actually effect purchasing approvals.

Based upon good internal control and David's suggestion, passwords are not to be shared by anyone. Passwords should be changed periodically and we will establish with the vendor the method to get this done. This system is well protected in that the vendor must be involved to set up user accounts and the ability to effect changes must be granted only through password protected access.

The system is located on a server located on the Court area of the City. It is backed up each day and files are maintained off-site. This assures us that we can and will meet the records retention requirements of state and federal agencies.

Used as intended, the system will speed our processing safely and enhance our accountability to the public.

Sincerely,

Jon Robinson, CPA
Finance Director

*6700 NW 36th Street, PO Box 219
Bethany, Oklahoma 73008 • (405) 789-2146 • FAX (405) 787-5467
www.cityofbethany.org*

BETHANY CITY COUNCIL

FROM: Jon Robinson
DATE: October 27, 2016
SUBJECT: Claims list for the November 1, 2016 City Council Meeting

BACKGROUND:

The claims list for approval for the November 1, 2016 Council meeting includes:

FUND	AMOUNT
General Fund	\$36,859.14
Public Safety Fund	\$0.00
EECBG Fund	\$0.00
Local Law Enforcement Grant	\$0.00
Capital Improvement Fund	\$0.00
Juvenile Fund	\$0.00
Cemetery Fund	\$0.00
Library Go Bond Fund	\$0.00
TOTAL	\$36,859.14

RECOMMENDED ACTION:

1. Approve the claims as presented

PURCHASE ORDER CLAIM REGISTER

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 01.0		MANAGEMENT				
17-21330	10-004417	MCLAIN-CHITWOOD OFFICE	BINDERS/PENS	10/2016	0220865	441.70
17-21139	10-004540	THE OKLAHOMAN MEDIA COMPANY	ORDINANCE NO. 1918	10/2016	0001738275161016	58.80
17-21388	10-004736	OPTIMUM MAINTENANCE	WINDOW & DOOR CLEANING	10/2016	17402	65.00
17-21337	10-004820	DOERNER, SAUNDERS, DANIEL & OWRB	MATTERS	10/2016	193263	1,796.58
17-21133	10-005040	HARRISON-ORR AIR CONDITIONING	CHAMBER A/C	10/2016	74532	677.64
17-21233	10-005292	THE OKLAHOMAN	JOB AD-OCT 12, 16, ONLINE	10/2016	0001738275161023	322.14
17-21381	10-0883	LOCKE SUPPLY CO.	SECURITY LIGHTS BALLASTS	10/2016	29876437-00	182.32
17-21168	10-1054	OFFICE DEPOT	WALL FILE, PENS	10/2016	1992876322	19.20
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	7.98
17-20769	10-2369	STAN'S PLUMBING INC	CLOGGED DRAIN/NEW TOILET	10/2016	26253	407.71
17-21403	10-3196	IMAGENET CONSULTING, LLC	LASERFICHE	10/2016	CNIN176290BMI	375.01
17-21344	10-3276	GENERAL MAILING EQUIP INC	POSTAGE MACHINE SUPPLIES	10/2016	53674	71.61
17-21439	10-4196	SAM'S CLUB/SYNCHRONY BANK	FOOD FOR EMP MTG	10/2016	21439	57.84
17-21130	10-4342	BEST BUY BUSINESS ADV ACC	MONITOR/SUSAN	10/2016	2432145	189.99
17-20923	10-4388	ISG TECHNOLOGY, LLC	SSL CERT SINGLE DOMAIN 3Y	10/2016	#OK-RG-127687 VER1	430.00
DEPARTMENT TOTAL:						5,103.52
DEPARTMENT: 02.0		FINANCE				
17-21338	10-004417	MCLAIN-CHITWOOD OFFICE	COPIER PAPER	10/2016	0220872	175.65
17-21229	10-1054	OFFICE DEPOT	CHECK PRINTER	10/2016	1995917325	299.98
17-21390	10-1054	OFFICE DEPOT	EXTERNAL HARD DRIVE (2)	10/2016	1995553619	219.98
17-21401	10-3196	IMAGENET CONSULTING, LLC	COPIER MAINTENANCE	10/2016	CNIN176264BMI	230.48
17-21403	10-3196	IMAGENET CONSULTING, LLC	LASERFICHE	10/2016	CNIN176290BMI	375.01
17-21421	10-4388	ISG TECHNOLOGY, LLC	MONTHLY MAINTENANCE	10/2016	OK130752	146.25
DEPARTMENT TOTAL:						1,447.35
DEPARTMENT: 03.0		COURT				
17-20917	10-004417	MCLAIN-CHITWOOD OFFICE	OFFICE SUPPLIES	10/2016	0220447	110.98
17-21127	10-004417	MCLAIN-CHITWOOD OFFICE	BOX OF PAPER	10/2016	0220674	44.99
17-21341	10-004417	MCLAIN-CHITWOOD OFFICE	PRINTER TONER COURTROOM	10/2016	0220873	117.96
17-20971	10-004622	OMCCA	GWALTNEY TRAINING	10/2016	2321	50.00
17-21384	10-005128	JOSH GOTCHER	SETUP LAPTOPS (4)	10/2016	10029	225.00
17-21334	10-0596	FUZZELL'S BUSINESS	MONTHLY MAINTENANCE	10/2016	MM45595	44.86
17-21391	10-1054	OFFICE DEPOT	MS OFFICE (4)	10/2016	1995553620	919.96
17-21332	10-1715	TYLER TECHNOLOGIES	COURT NOTIFICATION CALLS	10/2016	025-169780	345.00
17-21206	10-2269	OKLAHOMA MUNICIPAL JUDGES	AJUDGE HIMMLER CONF	10/2016	21206	150.00
17-21331	10-2269	OKLAHOMA MUNICIPAL JUDGES	AMUN JUDGES ASSOC DUES	10/2016	550100	50.00
17-21403	10-3196	IMAGENET CONSULTING, LLC	LASERFICHE	10/2016	CNIN176290BMI	375.02
17-21329	10-3342	JANI-KING OF OKLAHOMA, INC.	JANITORIAL SERVICE	10/2016	OKC10160235	408.25
17-21335	10-3731	OK COUNTY SHERIFF'S OFFICE	PRISONER BOARDING/SEPT.	10/2016	615	2,436.00
17-21336	10-3731	OK COUNTY SHERIFF'S OFFICE	PRISONER BOARDING/AUG	10/2016	569	2,268.00
DEPARTMENT TOTAL:						7,546.02

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 05.0		POLICE				
17-20817	10-005072	DEVILLE PARK LAUNDRY	LAUNDRY SERVICES	10/2016	161014200	57.20
17-20818	10-005072	DEVILLE PARK LAUNDRY	LAUNDRY SERVICES	10/2016	161017202	65.10
17-20819	10-005072	DEVILLE PARK LAUNDRY	LAUNDRY SERVICES	10/2016	161024203	20.45
17-21196	10-005151	HOOPER PRINTS	PRINTING SERVICES	10/2016	23299	425.00
17-21432	10-005156	COX COMMUNICATIONS INC.	PHONE & INTERNET	10/2016	21432	645.15
17-21178	10-005169	PATTERSON VETERINARY SUPPLY	TRANQUILIZER	10/2016	869/1572618	76.99
17-20205	10-1054	OFFICE DEPOT	OFFICE SUPPLIES	10/2016	1992536027	361.96
17-20207	10-1054	OFFICE DEPOT	OFFICE SUPPLIES	10/2016	1993556291	80.89
17-20208	10-1054	OFFICE DEPOT	OFFICE SUPPLIES	10/2016	1994805702	169.99
17-19850	10-1509	TOM'S SPEEDY LOCK & KEY	SERLOCK/KEY SERVICES	10/2016	63609	95.00
17-19851	10-1509	TOM'S SPEEDY LOCK & KEY	SERLOCK/KEY SERVICES	10/2016	63638	8.00
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	252.49
17-20254	10-1643	WIN-HY FOODS INC	DOG FOOD/SHELTER	10/2016	000968928	237.20
17-20714	10-1726	BETHANY COUNTRY STORE	ANIMAL WELFARE SUPPLIES	10/2016	189120	106.32
17-19885	10-1869	CLEET	LODGING FEES	10/2016	R17-002	300.00
17-20983	10-2103	OKLAHOMA ASSOCIATION OF	2017 MEMBERSHIP DUES	10/2016	OACP-10746	90.00
17-20984	10-2103	OKLAHOMA ASSOCIATION OF	2017 MEMBERSHIP DUES	10/2016	OACP-10743	90.00
17-19820	10-2276	EUREKA WATER COMPANY	BOTTLED WATER/SHELTER	10/2016	13178567	6.95
17-20548	10-3319	PUBLIC SAFETY CENTER	BATTERIES	10/2016	5689965	557.69
17-21083	10-3415	SPECIAL-OPS UNIFORMS, INC.	COLLARBRASS/CAPT & LT	10/2016	255837	55.74
17-21103	10-3457	SAM'S CLUB/SYNCHRONY BANK	SUPPLIES	10/2016	21103	99.94
17-21070	10-4025	OK CORRECTIONAL INDUSTRIES	(3) JAIL PADS	10/2016	1721070	116.25
17-19864	10-4088	HOMELAND/CASH SAVER	PRISONER MEALS/SUPPLIES	10/2016	478121	104.59
DEPARTMENT TOTAL:						4,022.90
DEPARTMENT: 06.0		FIRE				
17-21343	10-004889	GUARANTEED PEST SERVICE	PEST CONTROL	10/2016	31610064	45.00
17-21399	10-005087	DEPCO TECHNOLOGIES	COMPUTER REPAIR	10/2016	13928	665.00
17-21397	10-005156	COX COMMUNICATIONS INC.	PHONE & INTERNET SERVICE	10/2016	21397	212.53
17-21328	10-0143	ASSESSMENT, INC.	PSYCHOLOGICAL EVALUATIONS	10/2016	3924	240.00
17-21429	10-0336	CASCO INDUSTRIES	BUNKER BOOTS	10/2016	174851	350.00
17-21430	10-0336	CASCO INDUSTRIES	BUNKER GEAR	10/2016	174873	3,419.00
17-21282	10-0395	CINTAS CORP	RAG & RUG SERVICE	10/2016	064622376	53.90
17-21068	10-1054	OFFICE DEPOT	OFFICE SUPPLIES	10/2016	1993555821	39.85
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	132.24
17-20916	10-2123	HOME DEPOT CREDIT SVCS		10/2016	5014652	16.50
17-21326	10-2123	HOME DEPOT CREDIT SVCS	PAINT	10/2016	21326	30.98
17-21347	10-2513	RISK MANAGEMENT DEPARTMENT	LIABILITY INSURANCE	10/2016	5520179002589	318.00
17-21382	10-2648	MUNGER PAINTS	EXERCISE ROOM PAINT	10/2016	167458	137.36
17-21431	10-3262	NAFECO	APPARATUS PARTS	10/2016	848168	38.95
17-21377	10-3264	CHANNING BETE CO	CPR MATERIAL	10/2016	53253392	119.95
17-21378	10-3920	OSU OFFICE OF THE BURSAR	PROMOTIONAL TESTING	10/2016	61993	3,000.00
17-21278	10-4251	SAM'S CLUB/SYNCHRONY BANK	JANITORIAL SUPPLIES	10/2016	21278	209.74
17-21302	10-4251	SAM'S CLUB/SYNCHRONY BANK	MISC. SUPPLIES	10/2016	21302	114.44
DEPARTMENT TOTAL:						9,143.44

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 07.0 COMMUNITY DEV						
17-21030	10-004417	MCLAIN-CHITWOOD OFFICE	ENGINEER SCALES	10/2016	0220562	27.88
17-21079	10-0378	COWAN PRINTING	BUSI CARDS -SCOTT GARNAND	10/2016	20720	54.95
17-21080	10-0883	LOCKE SUPPLY CO.	INT'L PLBG CODE BOOK	10/2016	29734982-00	79.17
17-21401	10-3196	IMAGENET CONSULTING, LLC	COPIER MAINTENANCE	10/2016	CNIN176264BMI	230.48
17-21403	10-3196	IMAGENET CONSULTING, LLC	LASERFICHE	10/2016	CNIN176290BMI	375.01
17-21421	10-4388	ISG TECHNOLOGY, LLC	MONTHLY MAINTENANCE	10/2016	OK130752	146.25
DEPARTMENT TOTAL:						913.74
DEPARTMENT: 08.1 PUBLIC WORKS - ADMIN						
17-21398	10-005156	COX COMMUNICATIONS INC.	PHONE & INTERNET SERVICE	10/2016	21398	225.86
17-21231	10-005292	THE OKLAHOMAN	JOB AD-OCT 12, 16, ONLINE	10/2016	0001730275161023-1	355.16
17-21145	10-1054	OFFICE DEPOT	HI-YIELD TONER	10/2016	870185400001	64.01
17-21354	10-4293	SAM'S CLUB/GECRB	SFTY MTG/BRKRM SUPPLIES	10/2016	21354	188.82
DEPARTMENT TOTAL:						833.85
DEPARTMENT: 08.2 PUBLIC WORKS - STREETS						
17-21154	10-004675	ALL AMERICAN GARAGE DOOR	LLREPAIR STREET DOOR PANEL	10/2016	21154	495.00
17-21373	10-004778	HERC RENTALS INC.	DAMAGE TO TRAILER	10/2016	28944954-001	40.00
17-21317	10-0324	CENTRAL POWER EQUIP. INC	WASHER FOR DIXIE CHOPPER	10/2016	235594	80.20
17-21363	10-0395	CINTAS CORP	UNIFORMS/MATS/SHP TWLS	10/2016	64670120	55.26
17-21011	10-0609	BOBCAT OF OKLAHOMA CITY	HYDRAULIC HOSES #677	10/2016	P37888	341.37
17-21155	10-0609	BOBCAT OF OKLAHOMA CITY	HYDR. FLUID & HOSE #677	10/2016	P38057	209.77
17-21157	10-0609	BOBCAT OF OKLAHOMA CITY	WHEELS FOR BOBCAT	10/2016	P38098	582.44
17-21260	10-0609	BOBCAT OF OKLAHOMA CITY	HYDR. LINES FOR BOBCAT	10/2016	P38147	102.92
17-21322	10-0609	BOBCAT OF OKLAHOMA CITY	BOBCAT BUCKET	10/2016	P38278	140.73
17-21312	10-0890	LUTHER SIGN CO	STOP SIGNS	10/2016	10868	423.90
17-21313	10-0890	LUTHER SIGN CO	HANDICAP & YIELD SIGNS	10/2016	10869	217.14
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	16.47
17-21314	10-1841	REYNOLDS FORD	VALVE COVER FOR #602	10/2016	489064	118.57
DEPARTMENT TOTAL:						2,823.77

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08.4 PUBLIC WORKS - MAINT						
17-21320	10-0225	GENUINE PARTS	SHOP SUPPLIES	10/2016	098865	211.53
17-21007	10-1501	T & W TIRE LLC	TIRES FOR #888	10/2016	5726294	607.48
DEPARTMENT TOTAL:						819.01
DEPARTMENT: 08.5 PUBLIC WORKS - PARKS						
17-20793	10-005005	BRONCO POWER EQUIPMENT	DX/REP WEEDEATER	10/2016	123424	154.79
17-21398	10-005156	COX COMMUNICATIONS INC.	PHONE & INTERNET SERVICE	10/2016	21398	30.71
17-21321	10-005318	PROPET DISTRIBUTORS, INC.	DOG WASTE DISP. STATION	10/2016	114955	3,042.00
17-21363	10-0395	CINTAS CORP	UNIFORMS/MATS/SHP TWLS	10/2016	64670119	51.14
17-21261	10-0722	HUNZICKER BROTHERS	ELECTRICAL BOXES	10/2016	S1782870.001	169.72
17-20909	10-0890	LUTHER SIGN CO	MILE MARKERS-ELDON LYON	10/2016	10865	314.94
17-20753	10-0900	LUBER BROS. INC	DX/REP BOBCAT	10/2016	00159918	190.00
17-21342	10-1063	OG&E	MONTHLY SERVICE	10/2016	21342	78.61
17-21387	10-1063	OG&E	MONTHLY SERVICE	10/2016	21387	
17-21324	10-1589	VOSS LIGHTING	LIGHT BULBS FOR CITY HALL	10/2016	30157187-00	88.90
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	84.73
DEPARTMENT TOTAL:						4,205.54
FUND TOTAL:						36,859.14

NARRATIVE

AGENDA: 11/01/2016

ITEM: 3

RESOLUTION - SETTING FILING PERIOD, SETTING PRIMARY ELECTION, SETTING GENERAL ELECTION IF REQUIRED, AND PROVIDING NOTICE OF ELECTION FOR COUNCIL MEMBERS AND MAYOR.



This resolution calls for the City Council to authorize the Oklahoma County Election Board to hold a primary election on February 14th, 2017 and a general election on April 4th, 2017 in the City of Bethany. This will be for the nomination and election of one councilmember from each of the four wards and a mayor at large. This resolution also establishes the filing period for these offices as December 7th, through December 9th, 2017, and provides notice of election.



RECOMMENDATION: APPROVE THIS RESOLUTION SO WE CAN PROCEED WITH NEXT YEAR'S ELECTIONS



RESOLUTION NO. 1421

NOTICE OF ELECTION

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 PRIMARY ELECTION ON *FEBRUARY 14, 2017* AND GENERAL ELECTION ON *APRIL 4, 2017*, IN THE CITY OF BETHANY, OKLAHOMA FOR NOMINATION AND ELECTION OF ONE COUNCILMEMBER FROM EACH OF THE FOUR WARDS AND A MAYOR AT LARGE; ESTABLISHING THE FILING PERIODS FOR THE FILING FOR OFFICE OF COUNCILMEMBER AND MAYOR OF BETHANY, OKLAHOMA AS DECEMBER 7, 8 AND 9; AND PROVIDING FOR NOTICE OF ELECTION.

WHEREAS, pursuant to the Charter of the City of Bethany, Oklahoma, a primary election for the nomination and election of a Councilmember for one place on the City Council to fill expiring terms for each of the four wards in the City of Bethany, Oklahoma, and nomination and election of Mayor at large is required and shall be held on the *14th day of February, 2017*; and, if necessary, a general election to be held on *April 4, 2017*; and,

WHEREAS, the terms of the Councilmembers and Mayor so elected shall be for four (4) years, expiring in 2021; and,

WHEREAS, it is necessary and expedient to establish the filing period for Councilmember and Mayor and to request the County Election Board to conduct the election.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bethany, Oklahoma, that City Council and Mayor elections be held as hereinafter provided, and that the Oklahoma County Election Board be and they hereby are requested to hold a primary election in the City of Bethany, Oklahoma, for the nomination of a Councilmember from each of the four Bethany wards and for nomination of a Mayor at Large on the *14 day of February, 2017*; and if no candidate receives a majority of the votes cast in the ward for Councilmember or Mayor at the primary election, then the Election Board is requested to hold a general election on the *4 day of April, 2017*, between the two candidates receiving the highest number of votes for each of said positions for Councilmember and for the position of Mayor. Said Councilmembers to be elected by ward. The Mayor is to be elected at large by city wide vote. The election will be non-partisan.

BE IT FURTHER RESOLVED that the filing period for the office of Councilmember and Mayor in the City of Bethany shall be the *7th day of December, 2016*, through the *9th day of December, 2016*, during regular business hours and days of the Oklahoma County Election Board. A candidate for Councilmember shall be a qualified elector and resident of the ward for which he files for at least one year prior to filing for election. A candidate for Mayor shall, for at least one (1) year prior to filing a declaration of candidacy, be a registered voter and resident of the City . Candidates shall file with the Oklahoma County Election Board, at 4201 North Lincoln Blvd., Oklahoma City, Oklahoma. A \$50.00 filing fee for office of Councilmember and

Mayor is required by Section 31.02 of the Bethany Code of Ordinances. A person may not file for both the offices of Mayor and Councilmember for the same election. Any incumbent Councilmember whose term does not expire in the current calendar year shall resign his Council position prior to filing for Mayor. In the event a Councilmember whose term is not expiring in the current calendar year files for Mayor without resigning his Council position, then his Council position shall become vacant immediately upon his filing for Mayor. The provisions of of the Bethany Charter shall govern this election insofar as its provisions are different from the provisions of state law applicable to municipal elections. Absentee ballots shall be allowed as provided in the State election laws.

A person filing for office of Councilmember shall file with the Secretary of the Oklahoma County Election Board a sworn statement of candidacy stating the following:

- A. Legal name as desired on ballot;
- B. Street address of residence;
- C. Ward in which candidate resides;
- D. Age;
- E. Office for which he is filing;
- F. Statement that Councilmember candidate has resided in Ward for which he seeks to represent at least one year prior to filing, and has been a registered voter for at least one year prior to filing.

A person filing for office of Mayor shall file with the Secretary of the Oklahoma County Election Board a sworn statement of candidacy stating the following:

- A. Legal name as desired on ballot;
- B. Street address of residence;
- C. Age;
- D. Office for which he is filing;

E. Statement that Mayor candidate has resided in City of Bethany for at least one year prior to filing, and has been a registered voter for at least one year prior to filing.

The precinct officials and polling places for said election shall be determined by the County Election Board in the same manner as determined for state and county elections. Precinct #161 will not be opened since there are no Bethany citizens residing therein.

This Resolution shall be published in full and shall serve as notice of the election.

END

This is to certify that the within and foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Bethany, Oklahoma, in regular session, this _____ day of _____, 2016, after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et seq.).

ATTEST:

MAYOR

CITY CLERK

Approved as to form and legality on _____, 2016.

CITY ATTORNEY

Published IN FULL in the Oklahoman on the _____ day of _____, 2016. (week of 11/1/2016)

CITY CLERK

Filed with the Oklahoma County Election Board on _____,
2016.

CITY CLERK

**Note to City Clerk: This must be filed with County Election
Board by 11/3/2016.**

NARRATIVE

AGENDA: 11/01/2016
ITEM: 4

SCHEDULE OF MEETINGS

For your discussion and consideration:

At the November 15th Council meeting, you will be asked to consider the Schedule of Regular Meetings. As you are aware, our current schedule starts the meetings at 7:30 in the evening. By 7:30, it is likely that much of the television watching public has already chosen what they are going to watch for the evening. Staff believes it to be doubtful that many are going to give up such programming as The Voice or NCIS to watch the Bethany City Council Meeting.



If we considered starting our meetings earlier – such as at 5:30 or 6:00, we might be able to get a larger portion of the audience that is waiting for their favorite Tuesday night viewing that starts at 7:00. We could also have a Channel 20, Website, and water bill blitz that might be effective at 6:00, where at 7:30 there probably is not a chance of success.

This is also evidence of a more open government that is not making citizens stay up until late night to see either on Channel 20 or in person.

As a reminder, the time of the Council meeting is set for the convenience of the members of the Governing Body. Additionally, it is the experience of the City Manager, that no matter the time that is chosen, those that wish to attend can usually make arrangements to do so, and that no particular time is especially productive in generating attendance. A better litmus test, is making information and discussion available, which we already do via TV and YouTube.

In the metro area, most cities start earlier than Bethany and there is only one other City that starts as late as Bethany does (The Village). See the list below for the start times for the other area Council meetings.

City	Start Time	City	Star Time
Warr Acres	6:00	Nichols Hills	5:30
Yukon	7:00	Piedmont	6:30
Mustang	7:00	Midwest City	7:00
Moore	6:30	Edmond	5:30
Norman	6:30	Oklahoma City	9:00 am



NARRATIVE

AGENDA: 11/01/2016

ITEM: 5

Possible Executive Session

Possible executive session to consider future action with Hertz Equipment Rental for damage to equipment. This is for equipment that was damaged during the burning of tree limbs last spring.



MINUTES

BETHANY PUBLIC WORKS AUTHORITY

TUESDAY, OCTOBER 18, 2016

7:30 P.M.

MEMBERS PRESENT:	Bryan Taylor	Chairman
	Randy Luinstra	Trustee
	Curtis Moore	Trustee
	Kathi Holloway	Trustee
	Arlita Harris	Trustee
	Kathy Larsen	Trustee
	John Herren	Trustee
	Jeff Knapp	Trustee
MEMBERS ABSENT:	Phill Shirey	Trustee
OTHERS PRESENT:	J.D. Cox	City Manager
	Steve Harzman	Assist. City Manager
	David Davis	City Attorney
	Steve Katen	Public Works Director
	Jon Robinson	Finance Director
	Susan Tate	Secretary
	(See Roster)	

Chairman Taylor called the Bethany Public Works Authority meeting to order at 8:43 P.M.

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

- A. Approval of Minutes from the October 4, 2016 Regular Meeting.
- B. Approval of Claims:
Bethany Public Works Authority Fund in the amount of \$227,534.48.

Motion was made by Trustee Larsen, seconded by Trustee Herren to approve the Consent Docket as submitted. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

ITEM NO. 2 on the agenda was **NEW BUSINESS**.

Nothing was presented.

ITEM NO. 3 on the agenda was **ADJOURN UNTIL NOVEMBER 1 2016**.

Chairman Taylor adjourned the Bethany Public Works Authority meeting at 8:44 P.M. until November 1, 2016.

CHAIRMAN

SECRETARY

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: N/A		NON-DEPARTMENTAL				
17-21442	10-005163	LAYNE CHRISTENSEN	CIP 1-01 WELLS 12 & 215	10/2016	21442	28,398.61
17-21383	10-3436	BANCFIRST	DEBT SERVICE REPAYMENT	10/2016	21383	34,544.17
DEPARTMENT TOTAL:						62,942.78
DEPARTMENT: 02.0		FINANCE				
17-21126	10-004417	MCLAIN-CHITWOOD OFFICE	PRINTER & ADHESIVE	10/2016	0220920	111.86
17-21339	10-004417	MCLAIN-CHITWOOD OFFICE	MISC OFFICE SUPPLIES	10/2016	0220867	26.86
17-21298	10-0378	COWAN PRINTING	CUT OFF TAGS	10/2016	20742	473.00
17-20729	10-1276	RONS SPORTS WORLD INC	SHIRTS	10/2016	45441	207.00
17-21024	10-2442	IMAGE WORKS OF OKLAHOMA	ENVELOPE STOCK	10/2016	144592	400.00
17-21401	10-3196	IMAGENET CONSULTING, LLC	COPIER MAINTENANCE	10/2016	CNIN176264BMI	230.49
17-21403	10-3196	IMAGENET CONSULTING, LLC	LASERFICHE	10/2016	CNIN176290BMI	375.01
17-21421	10-4388	ISG TECHNOLOGY, LLC	MONTHLY MAINTENANCE	10/2016	OK130752	292.50
DEPARTMENT TOTAL:						2,116.72
DEPARTMENT: 08.1		PUBLIC WORKS - ADMIN				
17-21018	10-3042	ACCURATE ENVIRONMENTAL	VOC TESTS WELLS 7 & 10	10/2016	6J06004	288.00
17-21254	10-3042	ACCURATE ENVIRONMENTAL	VOC WELLS 7 & 10	10/2016	6J13015	288.00
17-21392	10-4071	FEDEX	RETURN PKG TO AMWATER	10/2016	5-576-18909-1	39.26
DEPARTMENT TOTAL:						615.26
DEPARTMENT: 08.3		PUBLIC WORKS - SANIT				
17-21385	10-004518	N.E.O. FAB	25-2YD & 5 1YRD DMPSTER	10/2016	4543	11,805.00
17-21362	10-004919	ARROW WRECKER SERVICE	TOW UNIT #991	10/2016	488563	217.04
17-21363	10-0395	CINTAS CORP	UNIFORMS/MATS/SHP TWLS	10/2016	64670116	56.62
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	70.24
17-21162	10-2706	HERCULES TIRE SALES INC	2 SANITATION TIRES	10/2016	353942	467.00
17-21309	10-3081	PREMIER TRUCK/ATC FREIGHTLIFILTER FOR #998		10/2016	120259250	25.90
17-21405	10-3081	PREMIER TRUCK/ATC FREIGHTLIREPAIR LIGHTS 16004		10/2016	12026629	379.44
17-21272	10-3226	INTERSTATE BILLING SERVICE,FUEL FILTERS #991		10/2016	3004224712	69.39
17-20670	10-4012	WASTE CONNECTIONS,INC	LANDFILL SEPT 2016	10/2016	22526	19,855.93
DEPARTMENT TOTAL:						32,946.56

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 08.4		PUBLIC WORKS - MAINT				
17-21304	10-1728	CL BOYD COMPANY INC	HYDRAULIC FITTING #447	10/2016	P53314	18.11
17-21256	10-4163	PRECISION FLUID POWER INC	HYDRAULIC CYLINDER #447	10/2016	76523	461.00
DEPARTMENT TOTAL:						479.11
DEPARTMENT: 12.1		UTILITY - WATER				
17-21271	10-004600	AIR COMPRESSOR SUPPLY INC.	R15 COMPRESSOR	10/2016	1-305302	1,200.00
17-21398	10-005156	COX COMMUNICATIONS INC.	PHONE & INTERNET SERVICE	10/2016	21398	190.72
17-20695	10-0091	BRENNTAG SOUTHWEST INC	POLY PHOSPHATE	10/2016	BSW767148	1,759.93
17-21141	10-0091	BRENNTAG SOUTHWEST INC	AMMONIA	10/2016	BSW774277	447.06
17-21149	10-0091	BRENNTAG SOUTHWEST INC	ALUMINUM SULFATE	10/2016	BSW774278	1,239.89
17-21363	10-0395	CINTAS CORP	UNIFORMS/MATS/SHP TWLS	10/2016	64670115	122.54
17-21160	10-0669	HACH COMPANY	LAB CHEMICALS	10/2016	10148330	121.89
17-21258	10-0669	HACH COMPANY	LAB CHEMICALS	10/2016	10152226	188.14
17-20943	10-0948	MIDCO LABORATORY	OCTOBER CONSULTING	10/2016	20943	325.00
17-20944	10-0948	MIDCO LABORATORY	OCTOBER CHEMICALS	10/2016	20944	65.00
17-21145	10-1054	OFFICE DEPOT	HI-YIELD TONER	10/2016	870185400001	120.78
17-21340	10-1063	OG&E	MONTHLY SERVICE	10/2016	21340	83.61
17-21387	10-1063	OG&E	MONTHLY SERVICE	10/2016	21387	2,014.44
17-21013	10-1066	OKLAHOMA CONTRACTOR'S SUPPLMETER & 1" REP PARTS		10/2016	0337672	168.00
17-21264	10-1066	OKLAHOMA CONTRACTOR'S SUPPL1" NIPPLE & COUPLING		10/2016	0337676	14.00
17-21316	10-1066	OKLAHOMA CONTRACTOR'S SUPPLCLAMPS		10/2016	0337854	274.00
17-21389	10-1068	ONG	MONTHLY SERVICE	10/2016	21389	36.46
17-21263	10-1589	VOSS LIGHTING	LED BULBS FOR PLANT	10/2016	30157009-00	75.60
17-21303	10-2123	HOME DEPOT CREDIT SVCS	PVC FOR FILTERS AT WTP	10/2016	7011138	22.26
17-21323	10-2123	HOME DEPOT CREDIT SVCS	HEATERS & SHOVEL	10/2016	5021841	141.79
17-21440	10-2403	JACOBS FARMS	50% COMPLETE LIME SLUDGE	10/2016	1335	58,675.00
17-21006	10-3042	ACCURATE ENVIRONMENTAL	CRYPOSPORIDIAN TESTS	10/2016	6J03018	400.00
17-21142	10-3042	ACCURATE ENVIRONMENTAL	TOC TESTS	10/2016	6J06006	90.00
17-21257	10-3042	ACCURATE ENVIRONMENTAL	CHLORINE PILLOWS	10/2016	SU25005	445.19
17-21319	10-3042	ACCURATE ENVIRONMENTAL	BAC T SAMPLES	10/2016	6J20027	225.00
17-21259	10-3216	BINSWANGER GLASS #609	BACK GLASS FOR #447	10/2016	W6090981445	130.00
17-21017	10-3919	MISSISSIPPI LIME	LOAD OF LIME	10/2016	1285231	6,326.82
17-21268	10-3919	MISSISSIPPI LIME	LOAD OF LIME	10/2016	1286611	6,042.38
DEPARTMENT TOTAL:						80,945.50

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PURCHASE ORDER CLAIM REGISTER

PAGE: 7

FUND: 056- BETHANY PUBLIC WORKS AUTH

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 12.2		UTILITY - SEWER				
17-21363	10-0395	CINTAS CORP	UNIFORMS/MATS/SHP TWLS	10/2016	64670118	24.85
17-21340	10-1063	OG&E	MONTHLY SERVICE	10/2016	21340	40.42
17-21253	10-1501	T & W TIRE LLC	TIRE FOR UTILITY TRAILER	10/2016	5731409	83.38
17-21441	10-1622	WESTLAKE ACE HARDWARE	MISC. PURCHASES	10/2016	2122805	49.98
DEPARTMENT TOTAL:						198.63
FUND TOTAL:						180,244.56

MINUTES

BETHANY HOSPITAL TRUST

TUESDAY, OCTOBER 18, 2016

7:30 P.M.

MEMBERS PRESENT: Bryan Taylor Chairman
Randy Luinstra Trustee
Curtis Moore Trustee
Kathi Holloway Trustee
Arlita Harris Trustee
Kathy Larsen Trustee
John Herren Trustee
Jeff Knapp Trustee

MEMBERS ABSENT: Phill Shirey Trustee

OTHERS PRESENT: J.D. Cox City Manager
Steve Harzman Assist. City Manager
David Davis City Attorney
Steve Katen Public Works Director
Jon Robinson Finance Director
Susan Tate Secretary
(See Roster)

Chairman Taylor called the Bethany Hospital Trust meeting to order at 8:44 P.M.

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

- A. Approval of Minutes from the October 4, 2016 Regular Meeting.
- B. Approval of Claims

Motion was made by Trustee Larsen, seconded by Trustee Knapp to approve the Consent Docket as submitted. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

ITEM NO. 2 on the agenda was **NEW BUSINESS**.

Nothing was presented.

ITEM NO. 3 on the agenda was **ADJOURN UNTIL NOVEMBER 1, 2016**.

Chairman Taylor adjourned the Bethany Hospital Trust meeting at 8:45 P.M. until November 1, 2016.

CHAIRMAN

SECRETARY

BETHANY HOSPITAL TRUST

FROM: Jon Robinson
DATE: October 27, 2016
SUBJECT: Claims list for the November 1, 2016

BACKGROUND:

The claims list for approval for the November 1, 2016:

FUND	AMOUNT
Bethany Hospital Trust	\$0.00
TOTAL	\$0.00

RECOMMENDED ACTION:

1. Approve the claims as presented

MINUTES

BETHANY DEVELOPMENT AUTHORITY

TUESDAY, OCTOBER 18, 2016

7:30 P.M.

MEMBERS PRESENT:	Bryan Taylor	Chairman
	Randy Luinstra	Trustee
	Curtis Moore	Trustee
	Kathi Holloway	Trustee
	Arlita Harris	Trustee
	Kathy Larsen	Trustee
	John Herren	Trustee
	Jeff Knapp	Trustee

MEMBERS ABSENT:	Phill Shirey	Trustee
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OTHERS PRESENT:	J.D. Cox	City Manager
	Steve Harzman	Assist. City Manager
	David Davis	City Attorney
	Steve Katen	Public Works Director
	Jon Robinson	Finance Director
	Susan Tate	Secretary
	(See Roster)	

Chairman Taylor called the Bethany Development Authority meeting to order at 8:45 P.M.

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

- A. Approval of Minutes from the October 4, 2016 Regular Meeting.
- B. Acceptance of Financial Report.
- C. Approval of Claims

Motion was made by Trustee Larsen, seconded by Trustee Herren to approve the Consent Docket as submitted. Yes votes: Taylor, Luinstra, Moore, Holloway, Harris, Larsen, Herren, Knapp. Motion passed.

ITEM NO. 2 on the agenda was **NEW BUSINESS**.

Nothing was presented.

ITEM NO. 3 on the agenda was **ADJOURN UNTIL NOVEMBER 1, 2016**.

Chairman Taylor adjourned the Bethany Development Authority meeting at 8:46 P.M. until November 1, 2016.

CHAIRMAN

SECRETARY

BETHANY DEVELOPMENT AUTHORITY

FROM: Jon Robinson
DATE: October 27, 2016
SUBJECT: Claims list for the October 18, 2016

BACKGROUND:

The claims list for approval for the November 1, 2016:

FUND	AMOUNT
Bethany Development Authority	\$8,366.48
TOTAL	\$8,366.48

RECOMMENDED ACTION:

1. Approve the claims as presented

10/27/2016 1:49 PM

PURCHASE ORDER CLAIM REGISTER

PAGE: 8

FUND: 082- BETHANY DEVELOPMENT AUTH

SUMMARY REPORT

P.O.#	VENDOR #	NAME	SUMMARY DESCRIPTION	DATE	INVOICE	AMOUNT
DEPARTMENT: 99.0 NON-DEPARTMENTAL						
17-21386	10-005231	BETHANY SEARS, LLC	ECONOMIC DEV GRANT	10/2016	21386	8,366.48
DEPARTMENT TOTAL:						8,366.48
FUND TOTAL:						8,366.48